MEETING OF THE TRANSPORTATION PLANNING ORGANIZATION

Wednesday, December 4, 2019 - 3:30 p.m.
Panama City Hall, 501 Harrison Avenue, Panama City, FL 32401

Technical Coordinating Committee (TCC) - 11:00 a.m. | Citizens’ Advisory Committee (CAC) - 1:30 p.m.

1. CALL TO ORDER / PLEDGE / INVOCATION – Chairperson Pamn Henderson

2. APPROVAL OF AGENDA
   Any new action items to be added to the agenda must be approved by a vote of two thirds (2/3) of the TPO members present.

3. PUBLIC FORUM
   Please obtain a speaker request form from ECRC staff. Speakers are asked to limit their remarks to five minutes.

PLANNING

4. PLANNING AND TRANSIT CONSENT AGENDA:
   1) ALL COMMITTEES- Approval of the October 2019 Meeting Minutes

5. PLANNING ACTION ITEMS:

   A. ENCLOSURE A- ALL COMMITTEES (TPO ROLL CALL VOTE): Consideration of Resolution BAY 19-21 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add the Right-of-Way Phase for SR75 (US 231) from SR 368 (23rd Street) to South of Pipeline Road Capacity Project for Financial Project Identification (FPID) Number 2179108 in FY 2019/20, 2022/23, and 2023/24 for a Total Cost of $29,564,492 - Mr. Bryant Paulk, AICP, FDOT Urban Liaison

   B. ENCLOSURE B- ALL COMMITTEES (TPO ROLL CALL VOTE): Consideration of Resolution BAY 19-22 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add the Right-of-Way Phase for SR 75 (US 231) from SR 30A (US 98) 15th Street to SR 368 (23rd Street) Capacity Project for Financial Project Identification (FPID) Number 2179107 in All Five Fiscal Years for a Total Cost of $132,522,034 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison
ENCLOSURE C - ALL COMMITTEES (TPO ROLL CALL VOTE): Consideration of Resolution BAY 19-23 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Advance the Right-of-Way Phase from Fiscal Years 2020/21, 2021/22, and 2022/23 to Fiscal Year 2019/20 and Adding the PE and Railroad construction Phases in Fiscal Year 2019/20 for SR 75 (US 231) from SR 30A (US 98) 15th Street to South of Pipeline Road capacity project for Project ID 2179104 for a Total Cost of $5,349,268 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

ENCLOSURE D - ALL COMMITTEES: Consideration of Resolution BAY 19-24 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Advance the Right-of-Way Phase from Fiscal Years 2022/23 and 2023/24 to Fiscal Year 2019/20 and Adding the PE and Railroad Construction Phases in Fiscal Year 2019/20 for SR 75 (US 231) from South of Pipeline Road to North of Penny Road Capacity Project for Financial Project Identification (FPID) Number 2179103 for a Total Cost of $1,972,662 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

ENCLOSURE E – TPO ONLY: Consideration of Resolution Bay 19-20 to Recommend Bay County as the Single Designated Community Transportation Coordinator (CTC) for Bay County – Mr. Howard Vanselow, ECRC Staff

6. FDOT UPDATE - Mr. Bryant Paulk, AICP, FDOT Urban Liaison or Ms. Donna Green, FDOT Urban Liaison

7. PLANNING PRESENTATION ITEMS (NO ACTION REQUIRED):

F. ENCLOSURE F- ALL COMMITTEES: Review of the Draft Bay County TPO 2045 Long Range Transportation Plan Goals and Objectives – Mr. Gary Kramer, ECRC Staff

G. ENCLOSURE G – ALL COMMITTEES: Implementation of Targets for Safety Performance Measures – Mr. Gary Kramer, ECRC Staff

H. ENCLOSURE H – ALL COMMITTEES: Review of the Bay County TPO Title VI Program Major Update – Ms. Brittany Ellers, ECRC Staff

I. ENCLOSURE I – ALL COMMITTEES: Regional Bicycle and Pedestrian Working Group – Ms. Caitlin Cerame, AICP, ECRC Staff

J. ENCLOSURE J – TPO ONLY: Bay, Gulf, Holmes, and Washington Regional Transportation Partnership – Ms. Caitlin Cerame, AICP, ECRC Staff

K. INFORMATION PRESENTATION – TPO ONLY: Panama City Uptown: Complete Street Network – Mr. Mark McQueen, City Manager, Panama City
8. PLANNING INFORMATION PACKAGE (no presentation necessary)

L. ENCLOSURE K- ALL COMMITTEES
- TCC and CAC October 2019 Meeting Minutes
- Bay October 2019 Actions Report
- TIP Amendment Letter – 5305 FTA Planning Grant
- TIP Amendment Letter – SR 77 (6th Street to 9th Street)
- TIP Amendment Letter – SR 30 from College Entrance/Exit to Ivy Road
- TIP Amendment Letter – Performance Measures Consensus Planning Agreement
- Bay Transportation Alternatives Workshop Flyer
- 20202 Legislative Priorities – MPOAC
- 2020 Tentative TPO Schedule

TRANSIT

9. TRANSIT ACTION ITEMS: NONE

10. TRANSIT UPDATE – Ms. Angela Bradley, Bay County Staff

11. TRANSIT INFORMATION PACKAGE (no presentations necessary): NONE

12. LEGAL UPDATE – Burke, Blue, Hutchison, Walters & Smith, P.A.

OTHER BUSINESS- The next Bay TPO meeting will be Wednesday, February 5th, 2020 at Panama City Hall, Room 010, located at 501 Harrison Avenue, Panama City, Florida. The TCC will meet at 11:00 a.m., the CAC will meet at 1:30 p.m., and the TPO will meet at 3:30 p.m. The Bay, Gulf, Holmes, and Washington Regional Transportation Partnership will meet at Panama City Hall, Room 008, at 1:30 p.m. on February 5th, 2020.

13. ADJOURNMENT

Stay up to date with the TPO events and activities on Facebook: www.Facebook.com/EmeraldCoastRegionalCouncil or by subscribing to the Bay County TPO Interested Parties list by clicking here: Bay County TPO Interested Parties

Questions? Email Cameron Smith, TPO Coordinator, at Cameron.Smith@ecrc.org

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. Reasonable accommodations for access will be made in accordance with the Americans with Disabilities Act and for languages other than English. Please notify Brittany Ellers of requirements at 1-800-226-8914 Extension 220 or 1-800-995-8771 for TTY-Florida at least 48 hours in advance.

Introduzca la participación del público se solicita, sin distincion de raza, color, origen nacional, sexo, edad, religión, discapacidad o estado familiar. La OPC hará arreglos razonables para el acceso a esta reunión de acuerdo con el Americans with Disabilities Act, y para los requisitos de idioma que no sean inglés. Notifique a la Ada Clark (ada.clark@ecrc.org) de los requisitos de acceso o el idioma en el 1-800-226-8914, Extension 227 o 1-800-995-8771 para TTY-Florida al menos 48 horas de antelación.
CONSENT AGENDA
CONSENT AGENDA
ALL COMMITTEES

FOR APPROVAL UNDER CONSENT:

1) ALL COMMITTEES: Approval of October 2019 Meeting Minutes
# Bay County Transportation Planning Organization Meeting Minutes

**Emerald Coast Regional Council (Designated Staff)**

**Panama City Hall, 501 Harrison Avenue, Panama City, Florida**

**October 23, 2019**

## Members in Attendance

- Mayor Pamn Henderson, Chairperson City of Callaway
- Commissioner David Griggs City of Callaway
- Commissioner Pat Perno City of Lynn Haven
- Commissioner Mike Nichols City of Panama City
- Councilman Hector Solis City of Panama City Beach
- Commissioner Robert Carroll Bay County
- Commissioner William Dozier Bay County
- Commissioner Tommy Hamm Bay County

## Members Not in Attendance

- Mayor Margo Anderson City of Lynn Haven
- Councilman Geoff McConnell City of Panama City Beach
- Commissioner Kenneth Brown City of Panama City
- Councilman Ken Jones City of Parker
- Councilman Jerry Smith City of Mexico Beach
- Mayor Greg Brudnicki City of Panama City
- Commissioner Jenna Flint Haligas City of Panama City
- Commissioner Billy Radar City of Panama City
- Commissioner Topeka Humphries City of Springfield
- Commissioner Keith Baker Bay County
- Commissioner Philip Griffitts Bay County

## Others in Attendance

- Angela Bradley Bay County
- Keith Bryant Bay County
- Lamar Hobbs BOCC Transit
- Joseph Badaglia DAG Architects
- Owen Gipson DAG Architects
- Ben Fasust DRMP
- Mark Brock FDOT
- Bryant Pauk FDOT
- Donna Green FDOT
- Casey Johns FDOT
- Ray Kirkland FDOT
- Jared Perdue FDOT
- Phillip Gainer FDOT
- Tim Smith FDOT
1. **CALL TO ORDER/PLEDGE/INVOCATION**
   Chairperson Henderson called the meeting to order.

2. **APPROVAL OF AGENDA**
   Chairperson Henderson called for approval of the agenda.

   **Commissioner Perno moved to approve the agenda. Commissioner Carroll seconded the motion and it was passed unanimously.**

3. **PUBLIC FORUM**
   Chairperson Henderson asked if there were any speakers for the public forum. There were no comments from the public.

4. **PLANNING AND TRANSIT CONSENT AGENDA**
   Chairperson Henderson advised the TPO that they needed to remove Item #4 from the consent agenda. Ms. Washnock reviewed the consent agenda items.

   A. Approval of July 2019 Meeting Minutes
B. Consideration of Amending the FY 2020-2024 Transportation Improvement Program to Add the Florida Department of Transportation (FDOT) Performance Measures Consensus Planning Agreement

C. Consideration to Surplus Transit Vehicle 13-05 (2013 Champion Defender)

D. Consideration to Authorize Change Order 002 to Contract 18-01 with DAG Architects, Inc.

Commissioner Nichols moved to approve the consent agenda with the deletion of Item #4. Commissioner Perno seconded the motion and it was unanimously approved.

Ms. Washnock said Commissioner Carroll would abstain from voting on Item #4, Consideration to Authorize Change Order 002 to Contract 18-01 with DAG Architects, Inc.

Chairperson Henderson called for a motion on Item #4.

Commissioner Nichols moved to approve Consideration to authorize Change Order 002 to Contract 18-01 with DAG Architects, Inc. Commissioner Hamm seconded the motion and it was unanimously approved, with Commissioner Carroll abstaining.

5. PLANNING ACTION ITEMS

A. Consideration of Resolution Bay 19-16 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for Financial Project Identification (FPID) Number 4217192 in FY 2019/2020 for a Total Cost of $72,947 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk stated that the Federal Transit Administration has requested the transit planning funds be reflected in the TIP.

Commissioner Dozier moved to authorize the TPO chairman to sign Resolution BAY 19-16 amending the FY 2020-2024 TIP to add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for FPID Number 4217192 in FY 2019/2020 for a total cost of $72,947. Commissioner Nichols seconded the motion.
Roll Call Vote:

Commissioner Carroll   Yes
Commissioner Dozier    Yes
Commissioner Griggs    Yes
Commissioner Hamm      Yes
Mayor Henderson         Yes
Commissioner Nichols   Yes
Commissioner Perno     Yes
Councilman Solis       Yes

The motion was unanimously approved.

B. Consideration of Resolution Bay 19-17 Amending the FY 2020-2024 TIP to Add Construction Phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk stated that this and the next project are for lighting retrofit and installation of new lighting for all signalized intersections within the project limits. Construction is scheduled in FY 2020.

C. Consideration of Resolution Bay 19-18 Amending the FY 2020-2024 TIP to Add the Construction Phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98B) 6th Street Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk stated that the project is from Business 98 in Panama City to 9th Street in Lynn Haven. Construction is funded in the current year.

Commissioner Dozier moved to authorize the TPO chairman to sign Resolution BAY 19-17 amending the FY 2020-2024 TIP to add construction phase for SR 30 from college entrance/exit to Ivy Road lighting project. Commissioner Nichols seconded the motion and it was unanimously approved.

Commissioner Dozier moved to authorize the TPO chairman to sign Resolution BAY 19-18 amending the FY 2020-2024 TIP to add the construction phase for SR 77 from SR 30 6th Street lighting project. Commissioner Nichols seconded the motion and it was unanimously approved.
Roll Call Vote:

- Commissioner Carroll: Yes
- Commissioner Dozier: Yes
- Commissioner Griggs: Yes
- Commissioner Hamm: Yes
- Mayor Henderson: Yes
- Commissioner Nichols: Yes
- Commissioner Perno: Yes
- Councilman Solis: Yes

D. Consideration of Resolution Bay 19-15 to Accept the FDOT Fiscal Years 2021-2026 Tentative Work Program – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk advised a copy of the FDOT Work Program was handed out to the TPO members. He reviewed some of the major projects, including:

1. Segment of the US 231 project from Pipe Line Road to Penny Road – The remaining right-of-way acquisition was funded over fiscal years 2023, 2024, and 2025.
2. Annual Operation Maintenance set aside for ITS systems – FDOT programmed $600,000 in the new fifth year. A new PD&E Study was added to the Work Program for the area—US 98 from Walton County line to SR 79. $2.1 million per grant in FY 2021 for the study.
3. TSM project funded – SR 390/Beck Avenue at 19th Street. This will be a conversion to mast arms at the location. Construction is scheduled in FY 2024.
4. Lynn Haven Rails to Trails Project – Funded through the Sun Trail program in FY 2022, with approximately $4.6 million of state funds and $1.6 million of local funds.

Commissioner Dozier stated US 231 is progressing forward with the widening project. He said the design of the flyover at US 98 and US 231 will relieve many problems, and asked for a timeframe on the project. Mr. Paulk said he could not provide dates for the project; however, he would provide an update on the US 231 improvement.

Mr. Perdue said the US 231 project is a priority for District Three. He stated that most of the right-of-way is funded in FDOT’s Tentative Work Program. Construction is not included in the Tentative Work Program. FDOT is aggressively pursuing the project. The right-of-way is estimated at $150 million. The construction estimate is $150 million.
Commissioner Nichols asked for assurance that downtown was not going to be bypassed. He said signage directing people downtown was very important.

Councilman Solis referenced the SR 390 project from 23rd Street to Jenks Avenue, and asked when the project would start. Mr. Paulk stated the project was back on schedule.

**Councilman Solis moved to authorize the TPO chairman to sign Resolution BAY 19-15 to accept the FDOT Fiscal Years 2021-2025 Tentative Work Program. Commissioner Dozier seconded the motion and it was unanimously approved.**

**E. Consideration of Authorizing the TPO Chairperson to Sign the Mobility Week Proclamation – Mr. Rodriques Kimbrough, ECRC Staff**

Mr. Kimbrough stated that Mobility Week will take place from October 25, 2019 through November 1, 2019. Mobility Week went statewide in 2018. The event is a celebration of all the transportation alternatives including bike safety, pedestrian safety, public transportation, and vanpooling. The purpose of Mobility Week is to promote the various transportation modes.

Mr. Kimbrough said locally Mobility Week includes Escambia County to Gulf County. Events can be viewed on the website at: rideonemeraldcoast.com.

Ms. Bates provided a flyer for Mobility Week. October 29, 2019 Bay County TPO and rideOn program will meet at the Bay County Public Library. A ride will be provided, the returning to the library to speak regarding Mobility Week.

**Commissioner Carroll moved to authorize the TPO chairman to sign the Mobility Week Proclamation. Councilman Solis seconded the motion and it was unanimously approved.**

Ms. Washnock introduced the new ECRC Public Relations Manager, Ms. Mary Jo Gustave.

Ms. Washnock introduced the liaison from Federal Highway Administration (FHWA), Mr. Michael Sherman. Mr. Sherman said he is the new planning liaison for Districts One and Three. He introduced FHWA Financial Specialist, Ms. Noni Brown.

**6. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE**

Mr. Paulk reviewed an update to the Florida Transportation Plan. A flyer was in the agenda package that included contact information and general information regarding
FDOT's update for the Long Range Transportation Plan. He encouraged comments regarding the plan.

Mr. Paulk spoke regarding a resurfacing project on US 98, Panama City Beach Parkway. The segment is from the Walton County line to Heather Drive. A public hearing is scheduled for October 29, 2019 from 5:30 p.m. to 6:30 p.m. at the Woodstock Church, 17495 Panama City Beach Parkway. The resurfacing project includes constructing a ten-foot multi-use path on the southside of the corridor, with a six-foot sidewalk on the northside of the corridor. Several access management improvements will be included. Left turn lanes will be added and existing left turn lanes will be extended.

Mr. Paulk said Commissioner Griggs was concerned with issues on Tyndall Parkway. Mr. Paulk said FDOT's Traffic Operations Office has been reviewing the issues. One issue was a signal on Tyndall Parkway. The other issue was potential removal of a U-turn sign at Tyndall Parkway and SR 22. FDOT will receive a response prior to the next Bay County TPO meeting and advise TPO staff upon receipt of the information.

Ms. Washnock reported a matter presented at the CAC meeting 10/23/19. She said at the last CAC meeting, Mr. Waddell requested that the TPO request FDOT to study SR 77 and 12th Street for a turn lane. She advised that project has already started, and construction is planned. Mr. Paulk said Bay County is working on the turn lane. Ms. Washnock said at the CAC meeting 10/23/19, the CAC asked to add 17th Street. Ms. Washnock discussed with Mr. Paulk, and if the TPO would like Bay County to investigate the issue, a request was needed from the TPO.

Mr. Paulk said when they were speaking with the CAC, there was confusion as to where the turn lane needed to be located. Mr. Paulk's interpretation was that the CAC wanted improvements on SR 77; however, the side streets need to be improved to help access to SR 77. He said the County is working on improvements on 12th Street. He stated 17th Street is not in the County's work program. FDOT will coordinate with the County to move the projects forward.

Chairperson Henderson asked for direction from the TPO. Commissioner Dozier said if the TPO requested, the county would look at it and perform a study.

**Commissioner Perno moved to request that Bay County study 17th Street at SR 77 for possible turning improvements. Commissioner Griggs seconded the motion.**

Commissioner Carroll asked if the city or county be involved with the project. Mr. Paulk said he thought it was a county facility. The TPO members determined that is a city street. Chairperson Henderson asked if since it is a city street, if it needs to be requested by the TPO, or if it is something the city can do. Commissioner Dozier said
that it could be addressed within the city. Mr. Paulk said FDOT would move forward with updating the signals as needed, but it would be the local government’s responsibility to construct a left turn lane. Commissioner Perno stated that the left turn lane has been constructed on 12th Street; however, there is not a complete turn lane on 17th Street on the east side. Commissioner Perno further stated that he would take it to the city and move forward.

Commissioner Griggs referred to Highway 22. He stated that Project #4258031 is a non-SIS project for fiscal years 2020-2024. He referenced the flooding issues in the area, asking if the project could be moved up. He said it being recommended that a change split the project from Business 98 to Star Avenue into two segments. He stated that the segment that involves the flooding and involves most of the retention ponds that are needed, is the segment from Tyndall Parkway to Star Avenue. He said it is a non-SIS project and they don't have all the criteria to move it to a SIS project. He said the right-of-ways were already purchased except for the retention pond areas, and asked if it was a viable idea to get it moved up on construction by breaking up the project.

Mr. Paulk stated that any opportunity to reduce the overall project limits on capacity projects makes it more fundable. He said if the TPO would like to make a request, FDOT would look at opportunities related to splitting the project.

Commissioner Griggs stated that there is no funding for the right-of-way. He said the right-of-way funding is necessary for the retention ponds. He said there is adequate right-of-way for the four lanes as designed. He said the design has been completed and they are looking for the right-of-way funding, and the construction. He said over 1,000 residences are to be built in the area over the next few years. He asked for the TPO’s support to split the project.

Commissioner Griggs moved to request FDOT to look into dividing Project #4258031 to seek additional funding and to move the project up from #6 on the non-SIS, and to possibly move any segment that qualifies to the SIS for additional funding. Commissioner Carroll seconded the motion. The motion passed unanimously.

7. **PLANNING PRESENTATIONS** (no action): None

8. **PLANNING INFORMATION ITEMS**

    Included in the agenda package were the following:

    - TCC and CAC July Meeting Minutes
9. TRANSIT ACTION ITEMS

A. Consideration to Approve a Contract Between the Bay County TPO and Russell Construction of Alabama, Inc., to Serve as the Contractor/Builder for the Reconstruction of the Bay County Transit System Operations and Maintenance Facility Located at 919 Massalina Drive and Reconstruction/Remodel of the Bay County Transit System Administration Facility Located at 1021 Massalina Drive – Ms. Angela Bradley, Bay County Staff

Ms. Bradley said it has been a year since Hurricane Michael destroyed all three of their facilities. The request was to move with the reconstruction and construction of the facilities.

Ms. Bradley said on August 19, 2019 the TPO staff accepted bids from three contractors. She asked that the lowest responsive bidder be accepted, Russell Construction of Alabama. The Transit Subcommittee discussed the contracts and recommended Russell Construction. Also, the TCC and CAC recommended Russell Construction. Ms. Bradley requested approval of a motion authorizing the TPO chair to sign Resolution Bay 19-19 and enter into the contract with Russell Construction of Alabama to serve as the contract builder for reconstruction of the Bay County Transit Operations and Maintenance Facility, located at 919 and 1021 Massalina Drive.

Commissioner Griggs asked what the situation was with insurance. Ms. Bradley said she was working through some issues with the insurance company. She advised she has a revised scope that the insurance company provided. Next, the settlement will be negotiated.

Commissioner Griggs said Ms. Bradley conversed with Russell Construction and Russell Construction offered to help with the insurance. Ms. Bradley said she spoke to Russell Construction's owner and the owner said he would be a partner.
Commissioner Dozier moved to approve the contract between the Bay County TPO and Russell Construction of Alabama, Inc., to serve as the contractor/builder for the reconstruction of the Bay County Transit System Operations and Maintenance Facility located at 919 Massalina Drive and reconstruction/remodel of the Bay County Transit System Administration Facility located at 1021 Massalina Drive. Councilman Solis seconded the motion and the motion passed unanimously.

B. Consideration to Approve a Modification to Bay Town Trolley Route 7 – Ms. Angela Bradley, Bay County Staff

Ms. Bradley stated that Route 7 is primarily on the beach and that staff wanted to make it more efficient, in addition to utilizing the tram lane that Panama City Beach has nearly completed constructing. She said First Transit was tasked with evaluating the route. The Transit Subcommittee recommended approval.

Mr. Harrington reviewed how Route 7 would change. He stated that on Front Beach Road, between the east side of Front Beach Road to R. Jackson Boulevard, will be the western boundary. Six stops will be moved, three eastbound and three stops westbound. Two stops will be added on Front Beach Road and R. Jackson Boulevard. The tram lane will assist in staying on schedule. Mr. Harrington anticipated the changes would be effective December 1, 2019.

Councilman Solis moved to authorize the chairman to approve modification to Bay Town Trolley Route 7. Commissioner Nichols seconded the motion and the motion passed unanimously.

C. Review of the Comprehensive Operations Analysis (COA) and Ten-Year Transit Development Plan (TDP) Major Update – Ms. Angela Bradley, Bay County Staff

Ms. Bradley said it is time to start developing the new TDP. A Comprehensive Operations Analysis (COA) will assist reviewing all the routes in Bay County. She said the action will approve HDR to move forward with HDR's task work order.

Commissioner Nichols asked if pull off areas on the routes will be identified in the plan. Ms. Bradley said pull off areas will be identified.

Councilman Jones moved to authorize the chairman to approve review of the COA and ten-year TDP major update. Councilman Solis seconded the motion and the motion passed unanimously.

10. TRANSIT UPDATE
There was no update to report.

11. TRANSIT INFORMATION PACKAGE
   Included in the agenda package were the following:
   - Transit Financial Report

12. LEGAL UPDATE – Burke, Blue, Hutchinson, Walters & Smith, P.A.

   Mr. Henry referred to the lawsuits brought by the former transit operator, Santa Inez Valley Transportation Services. He stated that the ECRC won the case and was awarded attorney’s fees for the Council and the TPO. A hearing is set for December 2, 2019 to go over the amount of the fees. If a settlement is reached, it will be brought to the TPO for approval.

   Mr. Henry asked that members not discuss issues that will be brought to the TPO.

13. OTHER BUSINESS

   Ms. Washnock stated the TPO members were provided with a copy of an announcement from the Florida Transportation Commission. The announcement advised of a workshop scheduled for October 30, 2019 at the Gulf Coast State College in Panama City FL.

   The next Bay TPO meeting will be Wednesday, December 4, 2019 at Panama City Hall, Room 010, located at 501 Harrison Avenue, Panama City, Florida.

14. ADJOURNMENT - There being no further business the meeting adjourned at 4:32 p.m.
ENCLOSURE A
ALL COMMITTEES
ENCLOSURE A
ALL COMMITTEES

SUBJECT: Consideration of Resolution BAY 19-21 Amending the FY 2020-2024 Transportation Improvement Program to Add the Right-of-Way Phase for SR75 (US 231) from SR 368 (23rd Street) to South of Pipeline Road Capacity Project for Financial Project Identification (FPID) Number 2179108 in FY 2019/20, 2022/23, and 2023/24 for a Total Cost of $29,564,492 (ROLL CALL VOTE REQUIRED)

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO adopts a Transportation Improvement Program (TIP), which lists the projects scheduled throughout the five years of the FDOT Work Program for various phases such as project development and environmental study, design, right-of-way acquisition, and construction. The projects must be in the TPO’s adopted TIP to receive federal funding. This TIP amendment adds Project ID 2179108, Right-of-Way Phase for SR 75 (US 231) from SR 368 (23rd Street) to south of Pipeline Road in fiscal years 2019/20, 2022/23, and 2023/24 for a total cost of $29,564,492.

Attached are the following:

- Resolution BAY 19-21
- Request for Amendment
- Page of the FY 2020–FY 2024 TIP as Amended

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-21 to amend the FY 2020-2024 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.
RESOLUTION BAY 19-21

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of state of Florida, to the Federal Transit Administration, and through the state of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO’s TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2020-24 Transportation Improvement Program to add the Right-of-Way Phase for SR 75 (US 231) from SR 368 (23rd Street) to south of Pipeline Road in Fiscal Years 2019/20, 2022/23, and 2023/24 capacity project for Financial Project Identification (FPID) number 2179108 for a total cost of $29,564,492.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of December 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ________________________________

Pamn Henderson, Chairperson

ATTEST: ___________________________
## FDOT Request

### TPO Transportation Improvement Program

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## 2179108
### SR 75 (US 231)

**Work Summary:** ADD LANES & RECONSTRUCT  
**From:** SR 368 (23RD STREET)  
**To:** SOUTH OF PIPE LINE RD  
**Lead Agency:** FDOT  
**Length:** 4.467 Mi  
**LRTP #:** #7 in Amend. Report p. E-4

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**Prior Cost < 2019/20:** 0  
**Future Cost > 2023/24:** 0  
**Total Project Cost:** 29,564,492  
**Project Description:** On December 4, 2019 TPO Agenda for approval.  
TPO SIS Project Priority #1.  
Widening of SR 75 (US 231) from SR 368 (23rd Street) to South of Pipeline Road to 8 lanes.

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*Transportation Improvement Program FY 20-24 (Amended October 23, 2019)*  
Section 2: Capacity, Page 9
ENCLOSURE B

ALL COMMITTEES
ENCLOSURE B
ALL COMMITTEES

SUBJECT: Consideration of Resolution BAY 19-22 Amending the FY 2020-2024 Transportation Improvement Program to Add the Right-of-Way Phase for SR 75 (US 231) from SR 30A (US 98) 15th Street to SR 368 (23rd Street) Capacity Project for Financial Project Identification (FPID) Number 2179107 in All Five Fiscal Years for a Total Cost of $132,522,034 (ROLL CALL VOTE REQUIRED)

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO adopts a Transportation Improvement Program (TIP), which lists the projects scheduled throughout the five years of the FDOT Work Program for various phases such as project development and environmental study, design, right-of-way acquisition and construction. To receive federal funding, the projects must be in the TPO's adopted TIP. This TIP amendment adds Project ID 2179107, Right-of-Way Phase for SR 30A (US 98) 15th Street to SR 368 (23rd Street) in all five fiscal years for a total cost of $132,522,034.

Attached are the following:
- Resolution BAY 19-22
- Request for Amendment
- Page of the FY 2020 – FY 2024 TIP as Amended

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-22 to amend the FY 2020-2024 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.
RESOLUTION BAY 19-22

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of state of Florida, to the Federal Transit Administration, and through the State of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO’s TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2020-2024 Transportation Improvement Program to add the Right-of-Way Phase in all five fiscal years for SR 75 (US 231) from SR 30A (US 98) 15th Street to SR 368 (23rd Street) capacity project for Financial Project Identification (FPID) number 2179107 for a total cost of $132,522,034.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of December 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ____________________________
    Pamn Henderson, Chairperson

ATTEST: ________________________
**FDOT Request**

**TPO Transportation Improvement Program**

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<td>2179107  SR 75 (US 231) from SR 30A (US 98) 15th St. to SR 368 (23rd St.) Add Lanes and Reconstruct Multilane of 231 including interchanges @ Jenks US 98 &amp; SR 77</td>
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|             | $0      | $9,702,134 | $51,676,800 | $41,001,000 | $6,142,100 | $24,000,000 | $0      | $132,522,034 |
2179107  

**SR 75 (US 231)**  
**SIS**

**Work Summary:** ADD Lanes & RECONSTRUCT  
**From:** SR 30A (US 98) 15TH ST  
**To:** SR 368 (23RD ST)  
**Lead Agency:** FDOT  
**Length:** 4.270 Mi  
**LRTP #:** #8 in Amend. Report p. E-4

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**Prior Cost < 2019/20:** 0  
**Future Cost > 2023/24:** 0  
**Total Project Cost:** 132,522,034

**Project Description:**  
On December 4, 2019 TPO Agenda for approval.  
TPO SIS Project Priority #1.  
Widening of SR 75 (US 231) from SR 30A (US 98) 15th Street to SR 368 (23rd Street) to 6 lanes.
ENCLOSURE C
ALL COMMITTEES
SUBJECT: Consideration of Resolution BAY 19-23 Amending the FY 2020-2024 Transportation Improvement Program to Advance the Right-of-Way Phase from Fiscal Years 2020/21, 2021/22, and 2022/23 to Fiscal Year 2019/20 and Adding the PE and Railroad construction Phases in Fiscal Year 2019/20 for SR 75 (US 231) from SR 30A (US 98) 15th Street to South of Pipeline Road capacity project for Project ID 2179104 for a Total Cost of $5,349,268 (ROLL CALL VOTE REQUIRED)

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO adopts a Transportation Improvement Program (TIP), which lists the projects scheduled throughout the five years of the FDOT Work Program for various phases such as project development and environmental study, design, right-of-way acquisition, and construction. The projects must be in the TPO’s adopted TIP to receive federal funding. This TIP amendment amends Project ID 2179104 by advancing the Right-of-Way Phase from fiscal years 2020/21, 2021/22, and 2022/23 to fiscal year 2019/20 and adding the PE and Railroad Construction Phases in fiscal year 2019/20 for a total cost of $5,349,268.

Attached are the following:
- Resolution BAY 19-23
- Request for Amendment
- Page of the FY 2020 – FY 2024 TIP as Amended

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-18 to amend the FY 2020-2024 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.
RESOLUTION BAY 19-23
A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of state of Florida, to the Federal Transit Administration, and through the state of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO's TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2019-2023 Transportation Improvement Program by advancing the Right-of-Way Phase from fiscal years 2020/21, 2021/22, and 2022/23 to fiscal year 2019/20 and adding the PE and Railroad Construction Phases in fiscal year 2019/20 capacity project for Financial Project Identification (FPID) number 2179104 for a total cost of $5,349,268.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of December 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ____________________________
Pam Henderson, Chairperson

ATTEST: ____________________________
FDOT Request

TPO Transportation Improvement Program

### ID # Project Name/Location

**Bay County**

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### 2179104

#### SR 75 (US 231)

**Work Summary:** RIGHT OF WAY - FUTURE CAPACITY

**From:** SR 30A (US 98) 15TH ST

**To:** SOUTH OF PIPE LINE RD

**Lead Agency:** FDOT

**Length:** 9.352 Mi

**LRTP #:** #6 & #7 in Amend. Report p. E-4

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**Total** 5,349,268 0 0 0 0 5,349,268

**Prior Cost < 2019/20:** 18,421,236

**Future Cost > 2023/24:** 0

**Total Project Cost:** 23,770,504

**Project Description:**
On December 4, 2019 TPO Agenda for approval.
TPO SIS Project Priority #1.
Widening of SR 75 (US 231) from SR 30A (US 98) 15th Street to south of Pipe Line Road to 6 lanes.
SUBJECT: Consideration of Resolution BAY 19-24 Amending the FY 2020-2024 Transportation Improvement Program to Advance the Right-of-Way Phase from Fiscal Years 2022/23 and 2023/24 to Fiscal Year 2019/20 and Adding the PE and Railroad Construction Phases in Fiscal Year 2019/20 for SR 75 (US 231) from South of Pipeline Road to North of Penny Road Capacity Project for Financial Project Identification (FPID) Number 2179103 for a Total Cost of $1,972,662 (ROLL CALL VOTE REQUIRED)

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO adopts a Transportation Improvement Program (TIP), which lists the projects scheduled throughout the five years of the FDOT Work Program for various phases such as project development and environmental study, design, right-of-way acquisition, and construction. The projects must be in the TPO’s adopted TIP to receive federal funding. This TIP amendment amends Project ID 2179103 by advancing the Right-of-Way Phase from fiscal years 2022/23 and 2023/24 to fiscal year 2019/20 and adding the PE and Railroad Construction Phases in fiscal year 2019/20 for a total cost of $1,972,662.

Attached are the following:
- Resolution BAY 19-24
- Request for Amendment
- Page of the FY 2020 – FY 2024 TIP as Amended

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-24 to amend the FY 2020-2024 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.
RESOLUTION BAY 19-24

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of state of Florida, to the Federal Transit Administration, and through the state of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO's TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2019-2023 Transportation Improvement Program by advancing the Right-of-Way Phase from fiscal years 2022/23 and 2023/24 to fiscal year 2019/20 and adding the PE and Railroad Construction Phases in fiscal year 2019/20 capacity project for Financial Project Identification (FPID) number 2179103 for a total cost of $1,972,662.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of December 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ________________________________
    Pamn Henderson, Chairperson

ATTEST: ____________________________
Bay County

2179103  SR 75 (US231) from S. of Pipeline Rd. to N. of Penny Rd.  Add Lanes & Reconstruct  
Phase II Multilane of US 231  
Project Length: 6.120 Miles

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**2179103**

**SR 75 (US 231)**

**SIS**

**Work Summary:** ADD LANES & RECONSTRUCT

**From:** SOUTH OF PIPE LINE RD

**To:** NORTH OF PENNY ROAD

**Lead Agency:** FDOT

**Length:** 6.120 Mi

**LRTP #:** #8 in Amend. Report p. E-4

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**Prior Cost < 2019/20:** 8,866,460

**Future Cost > 2023/24:** 0

**Total Project Cost:** 10,839,122

**Project Description:**

On December 4, 2019 TPO Agenda for approval. TPO SIS Project Priority #2. Widening of SR 75 (US 231) from South of Pipe Line Road to North of Penny Road to 6 lanes.
ENCLOSURE E
TPO ONLY

SUBJECT: Consideration of Resolution Bay 19-20 to Recommend Bay County as the Single Designated Community Transportation Coordinator (CTC) for Bay County

ORIGIN OF SUBJECT: Chapter 427, Florida Statutes

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Bay County TPO is the designated official planning agency for the Bay County Transportation Disadvantaged service area. According to Chapter 427.015 (2) F. S., the Metropolitan Planning Organization is the organization that "shall recommend to the commission a single community transportation coordinator".

The Bay County Board of County Commissioners (BOCC) was designated by the Florida Commission for Transportation Disadvantaged (CTD) as the Community Transportation Coordinator (CTC) for Bay County in 2014. The Bay County BOCC has requested the to remain the CTC for Bay County and has the experience and qualifications to serve the transportation disadvantaged population.

The Bay County Transportation Disadvantaged Coordinating Board is the advisory board to the TPO that is composed of representatives who provide assistance to the CTC relative to the coordination of transportation disadvantaged services. On November 13, 2019, the coordinating board recommended that Bay County BOCC remain the CTC for Bay County.

Attached is the following:
- Resolution Bay 19-20

RECOMMENDED ACTION: Approval of a motion to recommend the TPO authorize the TPO chairperson to sign Resolution Bay 19-20 to recommend Bay County as the single Community Transportation Coordinator for Bay County for a five-year agreement beginning July 1, 2020. If additional information is needed, contact Howard Vanselow, ECRC staff, at (850) 332-7976, Ext. 231 or howard.vanselow@ecrc.org.
RESOLUTION BAY 19-20

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION RECOMMENDING THE BAY COUNTY BOARD OF COUNTY COMMISSIONERS AS THE DESIGNATED COMMUNITY TRANSPORTATION COORDINATOR FOR BAY COUNTY

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Bay County TPO is the designated official planning agency for the Bay County Transportation Disadvantaged service area; and

WHEREAS, the Bay County Board of County Commissioners (BOCC) is currently serving as the Community Transportation Coordinator (CTC) and has requested to continue to serve in that role; and

WHEREAS, the Bay County BOCC has the appropriate personnel, financial capacity, vehicle and equipment resources, experience and qualifications to serve the transportation disadvantaged population; and

WHEREAS, according to Chapter 427.015 (2) F. S., the Metropolitan Planning Organization is the organization that "shall recommend to the commission a single community transportation coordinator."

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The Bay County TPO recommends the Bay County Board of County Commissioners continue to serve as the single designated Community Transportation Coordinator for Bay County for a five-year period effective July 1, 2020.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of December 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ________________________________

Pam Henderson, Chairperson

ATTEST: ____________________________
ENCLOSURE F
ALL COMMITTEES

SUBJECT: Review of the Draft Bay County TPO 2045 Long Range Transportation Plan Goals and Objectives

ORIGIN OF SUBJECT: 23 Code of Federal Regulations Section 134(i), Chapter 339.175 (7) Florida Statutes, Bay County TPO Unified Planning Work Program (UPWP) Task C.2

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The TPO updates the Long Range Transportation Plan every 5 years. The current Long Range Transportation Plan was adopted on November 3, 2016. The 2040 Bay County TPO Long Range Transportation Plan, Scope of Services was approved by the TPO on July 24, 2019. Some of the tasks identified in the Long Range Transportation Plan Scope of Services are: Public Participation, Congestion Management Process Update, Evaluation Criteria, Financial Resources, 2040 Needs Plan, 2040 Cost Feasible Plan, and Goals and Objectives.

The Goals and Objectives are the guiding principles for the development of the Long Range Transportation Plan. They will help determine the projects that are ultimately adopted into the 2045 Needs Plan. A consultant task in the Long Range Transportation Plan Scope of Services is to update the Goals and Objectives from the previous plan as well as to review Federal, State, Local, and Regional Plans to determine if any updates/changes are needed. The Steering Committee met at Panama City Hall on September 25, 2019 and November 14, 2019 to review, comment, and recommend the draft 2045 Long Range Transportation Plan Goals and Objectives. The Goals and Objectives will be used to establish the Evaluation Criteria to rank the adopted 2045 Needs Plan Projects.

A public workshop relating to the Draft 2045 Long Range Transportation Goals and Objectives will be held in January 2020.

Attached are the following:
- Adopted 2040 Long Range Transportation Plan Goals and Objectives
- Strike-Thru Under Line Draft 2045 Long Range Transportation Plan Goals and Objectives
- Clean Copy Draft 2045 Long Range Transportation Plan Goals and Objectives
- Steering Committee Meeting #1 Summary
- Comments from Tim Smith, Planning Manager Bay County Planning and Zoning Division
- Steering Committee Meeting #2 Summary

RECOMMENDED ACTION: This item is for review this month and adoption in February. Please provide any comments by the close of business on October 30, 2019. Please contact Gary Kramer if additional information is needed at gary.kramer@ecrc.org or (850) 332-7976 Ext. 219.
Adopted 2040 Long Range Transportation Plan Goals and Objectives

Vision Statement
Our vision is to provide a safe and efficient multi-modal transportation system that supports the economic vitality of the area, protects the environment, promotes efficient system management and operation, and emphasizes the preservation of the existing transportation system.

Mission Statement
To enhance the existing transportation system in a manner that is safe, integrated, and socially responsible, while supporting economic development of the region.

Goals and Objectives

Goal 1: A multi-modal network of integrated transportation systems for the movement of people and goods.

Objective 1.1 Develop multi-modal linkages to increase the range of travel choices.

Objective 1.2 Expand bicycle, pedestrian and public transportation services to improve accessibility, availability and desirability of transit travel options.

Objective 1.3 Develop and maintain facilities that facilitate the transfer of cargo between all modes of travel.

Objective 1.4 Reduce delays for people and goods through increased multi-modal system capacity.

Objective 1.5 Integrate mobility management with Intelligent Transportation Systems to enhance multi-modal integration of people and goods.

Goal 2: A multi-modal transportation system that is safe.

Objective 2.1 Develop projects that increase safety for all motorized and non-motorized users (such as improved access management to reduce crashes, variable message signs to warn motorists of unsafe conditions, provision of sidewalks, transit, and bicycle facilities).

Objective 2.2 Consider clearance times on roads that function as evacuation routes when establishing roadway improvement priorities.

Objective 2.3 Implement techniques and road design to reduce fatalities and serious injuries from common intersection crashes and lane departures.

Objective 2.4 All future planning will incorporate appropriate measures for the safe transportation of hazardous materials.
**Objective 2.5** Insure roadway maintenance activities consider the human, vehicular, and roadway factors to provide safe facilities for the community.

**Goal 3:** *A multi-modal transportation system that is operated and maintained efficiently.*

**Objective 3.1** Direct sufficient resources to preserve the existing transportation infrastructures including roadway, bicycle, pedestrian, and transit infrastructure.

**Objective 3.2** Employ corridor management techniques that do not require additional travel lanes (such as the addition of turn lanes, roundabouts, Transportation System Management (TSM), and Intelligent Transportation Systems (ITS)).

**Objective 3.3** Continue to implement a coordinated traffic signal system plan to improve road efficiency and to maintain traffic flow.

**Objective 3.4** Replace structurally deficient facilities (such as, roads, bridges, buses, and shelters) that emphasize preservation of the existing system.

**Objective 3.5** Give priority and allocate funding to low-cost capital improvements designed to preserve and maintain existing thoroughfare capacity.

**Goal 4:** *A multi-modal transportation system that protects, preserves and enhances a high quality of life.*

**Objective 4.1** Reduce adverse impacts of transportation on the environment (such as habitat and ecosystem fragmentation, wildlife collisions and non-point source pollution).

**Objective 4.2** Preserve and enhance access to historical areas.

**Objective 4.3** Implement design standards for transportation facilities that will protect the environment (e.g., sensitive habitats, air quality, water quality, water quantity, recharge areas, trees).

**Objective 4.4** Provide transportation equity for all persons including but not limited to young, persons with disabilities, the economically challenged, and the elderly.

**Objective 4.5** Ensure no one segment of the population bears a disproportionate share of adverse impacts.

**Objective 4.6** Maintain air quality attainment status for ground level ozone.
Goal 5:  
*A multi-modal transportation system that includes consistent, continuing, cooperative and comprehensive planning processes.*

**Objective 5.1** Coordinate transportation and future land use decisions to promote efficient development patterns and a choice of transportation modes, consistent with local government comprehensive plans.

**Objective 5.2** Local governments should coordinate access management between permitting agencies.

**Objective 5.3** Work with local governments to pass Corridor Preservation Ordinances to preserve land for future projects.

**Objective 5.4** Encourage local government site plan review process to include provisions for compliance with Federal Americans with Disabilities Act guidelines and alternate forms of transportation.

**Objective 5.5** Encourage green spaces in transportation related development through local government ordinances.

**Objective 5.6** Involve environmental regulatory agencies and interested public groups in environmental issues early in the planning process.

**Objective 5.7** Maintain close coordination with Florida Department of Transportation (FDOT), Department of Economic Opportunity (DEO), and chambers of commerce and neighboring counties on issues related to land use decisions, economic growth policies and transportation needs.

Goal 6:  
*A multi-modal transportation system that supports economic vitality*

**Objective 6.1** Support projects that improve connectivity to existing or planned economic centers.

**Objective 6.2** Ensure that intermodal facilities which are important to the regional economy are fully integrated into the region’s transportation system resulting in a seamless, efficient network.

**Objective 6.3** Educate TPO members, staff, and advisory committee members regarding the applications of sustainable community principles.

**Objective 6.4** Identify existing and future Highways of Commerce, assigning priority to those deemed deficient.
Objective 6.5: Maintain an acceptable roadway level of service on all major facilities including the Strategic Intermodal System facilities (highway, airport, seaport, and STRAHNET) to ensure efficient movement of people and goods.

Goal 7: A multi-modal transportation system that provides for the security of residents, visitors and commerce.

Objective 7.1: Develop projects that increase safety for all motorized and non-motorized users.

Objective 7.2: Enhance the integration and connectivity of the transportation system for purposes of security.

Objective 7.3: Reduce the probability of service interruption during a natural disaster by identifying alternative routes before, during and after an incident.

Objective 7.4: Coordinate and cooperate with the Department of Homeland Security, the U.S. Coast Guard, and other federal and state agencies to enhance the security of the transportation system.

Goal 8: A multi-modal transportation system that maintains acceptable roadway level of service on all major facilities

Objective 8.1: Support policies to ensure that facilities and services are provided concurrently with development, and meet local level of service (LOS) standards.

Objective 8.2: Manage congestion near ports, airports, rail facilities, military facilities, economic activity centers.

Objective 8.3: Balance the need for roadway widening and other goals and priorities of local residents.

Objective 8.4: Preserve the intended function of the Florida Strategic Intermodal System (SIS), Strategic Highway Network (STRAHNET), and other appropriate corridors for intercity travel and freight movement.
Vision Statement
Our vision is to provide a safe and efficient multi-modal transportation system that supports the economic vitality of the area, respects citizens property rights, protects the environment, promotes efficient system management and operation, and emphasizes modernization of the Bay County TPO area transportation system, the preservation of the existing transportation system.

Mission Statement
To enhance the existing transportation system guide safe and socially responsible transportation decision-making for the modernization of the Bay County TPO area's transportation system that supports intelligent design, in manner that is through safe, integrated, and socially responsible, while supporting while balancing the needs of Bay County Residents and transient populations for the economic development of the region.
**Goal 1** Goal 2: A multi-modal transportation system that is safe.

**Objective 1.1 Objective 2.1**
Develop projects that increase safety for all motorized and non-motorized users (such as improved access management to reduce crashes, variable message signs to warn motorists of unsafe conditions, provision of sidewalks, transit, and bicycle facilities).

**Objective 1.2 Objective 2.2**
Consider clearance times on roads that function as evacuation routes when establishing roadway improvement priorities.

**Objective 1.3 Objective 2.3**
Implement techniques and road design to reduce fatalities and serious injuries from common intersection crashes and lane departures.

**Objective 1.4 Objective 2.4**
All future planning will incorporate appropriate measures for the safe transportation of hazardous materials.

**Objective 1.5 Objective 2.5**
Insure roadway maintenance activities consider the human, vehicular, and roadway factors to provide safe facilities for the community.

**Objective 1.6**
Provide accurate and updated public transportation information such as wayfinding signage programs, online map tools, and informational brochures.
Goal 2 Goal 1: A multi-modal network of integrated transportation systems for the movement of people and goods.

**Objective 2.1 Objective 1.1**
Develop multi-modal linkages to increase the range of travel choices.

**Objective 2.2 Objective 1.2**
Expand bicycle, pedestrian and public transportation services to improve accessibility, availability and desirability of transit travel options.

**Objective 2.3 Objective 1.3**
Develop and maintain facilities that facilitate the transfer of cargo between all modes of travel.

**Objective 2.4 Objective 1.4**
Reduce delays for people and goods through increased multi-modal system capacity.

**Objective 2.5 Objective 1.5**
Integrate mobility management with Intelligent Transportation Systems to enhance multi-modal integration of people and goods.

**Objective 2.6**
Identify both long-range and short-range strategies that provide for an integrated multimodal transportation system, with a forward-looking approach to Mobility on Demand [Intelligent Transportation Systems (ITS), and Automated Driving Systems (ADS)].

**Objective 2.7**
Identify corridors, infrastructure needs, and planning / transition implementation needs to accommodate Mobility on Demand [Intelligent Transportation Systems (ITS), and Automated Driving Systems (ADS)].

**Objective 2.8**
Pursue opportunities to support the mobile economy by establishing priority Freight Corridors.

**Objective 2.9**
Clearly define traffic capacity of roads for use in development planning.
Goal 3: A multi-modal transportation system that is operated and maintained efficiently.

**Objective 3.1**
Direct sufficient resources to preserve the existing transportation infrastructures including roadway, bicycle, pedestrian, and transit infrastructure.

**Objective 3.2**
Employ corridor management techniques that do not require additional travel lanes (such as the addition of turn lanes, roundabouts, Transportation System Management (TSM), and Intelligent Transportation Systems (ITS)).

**Objective 3.3**
Continue to implement a coordinated traffic signal system plan to improve road efficiency and to maintain traffic flow.

**Objective 3.4**
Replace structurally deficient facilities (such as, roads, bridges, buses, and shelters) that emphasize preservation of the existing system.

**Objective 3.5**
Give priority and allocate funding to low-cost capital improvements designed to preserve and maintain existing thoroughfare capacity.

**Objective 3.6**
Integrate Complete Streets Policies into project development and maintenance programs.
Goal 4: A multi-modal transportation system that protects, preserves and enhances a high quality of life.

**Objective 4.1**
Reduce adverse impacts of transportation on the environment (such as habitat and ecosystem fragmentation, wildlife collisions and non-point source pollution).

**Objective 4.2**
Preserve and enhance access to historical areas.

**Objective 4.3**
Implement design standards for transportation facilities that will protect the environment (e.g., sensitive habitats, air quality, water quality, water quantity, recharge areas, trees).

**Objective 4.4**
Provide transportation equity for all persons including but not limited to young, persons with disabilities, the economically challenged, and the elderly.

**Objective 4.5**
Ensure no one segment of the population bears a disproportionate share of adverse impacts.

**Objective 4.6**
Maintain air quality attainment status for ground level ozone.

**Objective 4.7**
Introduce and expand the use of alternative fuels and alternatively fueled vehicles (AFV) and related technologies.
Goal 5: A multi-modal transportation system that includes consistent, continuing, cooperative and comprehensive planning processes.

**Objective 5.1**
Coordinate transportation and future land use decisions to promote efficient development patterns and a choice of transportation modes, consistent with local government comprehensive plans and road capacities.

**Objective 5.2**
Local governments should coordinate access management between permitting agencies.

**Objective 5.3**
Work with local governments to pass Corridor Preservation Ordinances to preserve land for future projects.

**Objective 5.4**
Encourage local government site plan review process to include provisions for compliance with Federal Americans with Disabilities Act guidelines and alternate forms of transportation.

**Objective 5.5**
Encourage green spaces in transportation related development through local government ordinances.

**Objective 5.6**
Involve environmental regulatory agencies and interested public groups in environmental issues early in the planning process.

**Objective 5.7**
Maintain close coordination with Florida Department of Transportation (FDOT), Department of Economic Opportunity (DEO), and chambers of commerce and neighboring counties on issues related to land use decisions, economic growth policies and transportation needs.

**Objective 5.8**
Plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside of the current boundaries that are impacted by transportation movements between regions.

**Objective 5.9**
Integrate public education and outreach so citizens can better educate the government on what they see as needs, to include direct communication with property owners at the earliest phases of proposed road projects.

Goal 6: A multi-modal transportation system that supports economic vitality.

**Objective 6.1**
Support projects that improve connectivity to existing or planned economic centers.

**Objective 6.2**
Ensure that support integration of regionally significant intermodal facilities which are important to
the regional economy are fully integrated into the region’s transportation system resulting in a seamless, efficient network.

**Objective 6.3**
Educate TPO members, staff, and advisory committee members regarding the applications of sustainable community principles.

**Objective 6.4**
Identify existing and future Highways of Commerce or Freight Corridors, assigning priority to those deemed deficient.

**Objective 6.5**
Maintain an acceptable roadway level of service on all major facilities including the Strategic Intermodal System facilities (highway, airport, seaport, and STRAHNET) to ensure efficient movement of people and goods.

**Objective 6.6**
Incorporate tourism strategy and planning documents (including traffic congestion plans) into the needs and projects of the transportation system.
Goal 7: A multi-modal transportation system that provides for the security of residents, visitors and commerce.

Objective 7.1
Develop projects that increase safety for all motorized and non-motorized users.

Objective 7.2
Enhance the integration and connectivity of the transportation system for purposes of security.

Objective 7.3
Reduce the probability of service interruption during a natural disaster by identifying alternative routes before, during and after an incident.

Objective 7.4
Coordinate and cooperate with the Department of Homeland Security, the U.S. Coast Guard, and other federal and state agencies to enhance the security of the transportation system.

Objective 7.5
Enhance the safety of the transportation system to support Emergency Medical Services, Fire and Hazardous Materials response.

Objective 7.6
Coordinate with military land use through the joint land use planning processes.
Goal 8: A multi-modal transportation system that maintains acceptable roadway level of service on all major facilities.

**Objective 8.1**
Support policies to ensure that facilities and services are provided concurrently with development, and meet local level of service (LOS) standards.

**Objective 8.2**
Manage congestion near ports, airports, rail facilities, military facilities, economic activity centers, and **tourist attractions**.

**Objective 8.3**
Balance the need for roadway widening and other goals, the needs of local residents, including tourist industry labor commuters, and visitor traffic stress on transportation system, and priorities of local residents.

**Objective 8.4**
preserve the intended function of the Florida Strategic Intermodal System (SIS), Strategic Highway Network (STRAHNET), and other appropriate corridors for intercity travel and freight movement.
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Develop projects that increase safety for all motorized and non-motorized users (such as improved access management to reduce crashes, variable message signs to warn motorists of unsafe conditions, provision of sidewalks, transit, and bicycle facilities).

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Insure roadway maintenance activities consider the human, vehicular, and roadway factors to provide safe facilities for the community.

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Provide accurate and updated public transportation information such as wayfinding signage programs, online map tools, and informational brochures.
Goal 2: A multi-modal network of integrated transportation systems for the movement of people and goods.

**Objective 2.1**
Develop multi-modal linkages to increase the range of travel choices.

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Expand bicycle, pedestrian and public transportation services to improve accessibility, availability and desirability of transit travel options.

**Objective 2.3**
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**Objective 2.7**
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**Objective 3.3**
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**Objective 3.4**
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**Objective 3.5**
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**Objective 3.6**
Integrate Complete Streets Policies into project development and maintenance programs.
Goal 4: A multi-modal transportation system that protects, preserves and enhances a high quality of life.

Objective 4.1
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Objective 4.3
Implement design standards for transportation facilities that will protect the environment (e.g., sensitive habitats, air quality, water quality, water quantity, recharge areas, trees).

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Introduce and expand the use of alternative fuels and alternatively fueled vehicles (AFV) and related technologies.
Goal 5: A multi-modal transportation system that includes consistent, continuing, cooperative and comprehensive planning processes.

Objective 5.1
Coordinate transportation and future land use decisions to promote efficient development patterns and a choice of transportation modes, consistent with local government comprehensive plans and road capacities.

Objective 5.2
Local governments should coordinate access management between permitting agencies.

Objective 5.3
Work with local governments to pass Corridor Preservation Ordinances to preserve land for future projects.

Objective 5.4
Encourage local government site plan review process to include provisions for compliance with Federal Americans with Disabilities Act guidelines and alternate forms of transportation.

Objective 5.5
Encourage green spaces in transportation related development through local government ordinances.

Objective 5.6
Involve environmental regulatory agencies and interested public groups in environmental issues early in the planning process.

Objective 5.7
Maintain close coordination with Florida Department of Transportation (FDOT), Department of Economic Opportunity (DEO), and chambers of commerce and neighboring counties on issues related to land use decisions, economic growth policies and transportation needs.

Objective 5.8
Plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside of the current boundaries that are impacted by transportation movements between regions.

Objective 5.9
Integrate public education and outreach so citizens can better educate the government on what they see as needs, to include direct communication with property owners at the earliest phases of proposed road projects.

Goal 6: A multi-modal transportation system that supports economic vitality.

Objective 6.1
Support projects that improve connectivity to existing or planned economic centers.
Objective 6.2
Support integration of regionally significant intermodal facilities into the region's transportation system resulting in a seamless, efficient network.

Objective 6.3
Educate TPO members, staff, and advisory committee members regarding the applications of sustainable community principles.

Objective 6.4
Identify existing and future Highways of Commerce or Freight Corridors, assigning priority to those deemed deficient.

Objective 6.5
Maintain an acceptable roadway level of service on all major facilities including the Strategic Intermodal System facilities (highway, airport, seaport, and STRAHNET) to ensure efficient movement of people and goods.

Objective 6.6
Incorporate tourism strategy and planning documents (including traffic congestion plans) into the needs and projects of the transportation system.
Goal 7: A multi-modal transportation system that provides for the security of residents, visitors and commerce.

Objective 7.1
Develop projects that increase safety for all motorized and non-motorized users.

Objective 7.2
Enhance the integration and connectivity of the transportation system for purposes of security.

Objective 7.3
Reduce the probability of service interruption during a natural disaster by identifying alternative routes before, during and after an incident.

Objective 7.4
Coordinate and cooperate with the Department of Homeland Security, the U.S. Coast Guard, and other federal and state agencies to enhance the security of the transportation system.

Objective 7.5
Enhance the safety of the transportation system to support Emergency Medical Services, Fire and Hazardous Materials response.

Objective 7.6
Coordinate with military land use through the joint land use planning processes.
Goal 8: A multi-modal transportation system that maintains acceptable roadway level of service on all major facilities.

Objective 8.1
Support policies to ensure that facilities and services are provided concurrently with development, and meet local level of service (LOS) standards.

Objective 8.2
Manage congestion near ports, airports, rail facilities, military facilities, economic activity centers, and tourist attractions.

Objective 8.3
Balance the needs of local residents, including tourist industry labor commuters, and visitor traffic stress on transportation system.

Objective 8.4
Preserve the intended function of the Florida Strategic Intermodal System (SIS), Strategic Highway Network (STRAHNET), and other appropriate corridors for intercity travel and freight movement.
Steering Committee Meeting #1 Summary

**Members Attending**
Donna Green, FDOT Urban Liaison
Tim Smith for Ian Crelling, Technical Coordinating Committee
Marc Mackey, Technical Coordinating Committee
Kelly Jenkins, Technical Coordinating Committee
John Lincoln, Citizens’ Advisory Committee
Leon Miller, Citizens’ Advisory Committee
Thomas Robinson, Citizens’ Advisory Committee

**Members Not Attending**
Rickey Fitzgerald, FDOT (Freight)
Bryant Paulk, FDOT Urban Liaison
Traycee Verdun Chapman, Tyndall Air Force Base
John Skaggs, Naval Coastal Systems Center
Richard McConnell, Northwest Florida Beaches International Airport
Wayne Stubbs, Port Panama City
Angela Bradley, Bay Town Trolley
Keith Bryant, Technical Coordinating Committee
Robert Wadell, Citizens’ Advisory Committee

**Others Attending**
Brandi DeRuiter, Bay County Chamber of Commerce
Cory Wilkinson, HDR
Jessica Smith, HDR
Mary Beth Washnock, Emerald Coast Regional Council
Cameron Smith, Emerald Coast Regional Council
Rob Mahan, Emerald Coast Regional Council
Tiffany Bates, Emerald Coast Regional Council
Gary Kramer, Emerald Coast Regional Council

**A. Introductions and Welcome**

- Gary Kramer welcomed the participants to the Steering Committee Meeting for the 2045 Bay County Transportation Planning Organization (TPO) Long Range Transportation Plan. Each of the participants stated their names and the organizations they represent.

**B. Overview of LRTP Process and Steering Committee**

- Gary Kramer iterated that 2040 Long Range Transportation Plan was adopted on June 22, 2016. The 2045 Long Range Transportation Plan needs to be adopted by June 22, 2021 to maintain the 5-year requirement between Long Range Transportation Plan Updates.
- Gary Kramer mentioned the members of the Steering Committee were approved by the TPO on December 12, 2018 and will be meeting frequently before the 2045 Long Range Transportation Plan
is adopted. The reason for the frequent meetings is because many products will be discussed prior to presentations at Public Workshops and the TPO and Advisory Committee Meetings. He mentioned the purpose of the Steering Committee is to review and comment on the detailed Long Transportation Plan products. As a result, most of the questions that would be asked by the TPO and Advisory Committees will already have been addressed.

C. **General Planning Consultant Update**

- Gary Kramer said the Evaluation Criteria is derived from the Adopted Goals and Objectives and is used to rank the Needs Plan projects.
- Gary Kramer stated the TPO selected HDR as a General Planning Consultant to assist the TPO Staff on Transportation Planning Products; among them the Long Range Transportation Plan.
- Gary Kramer introduced Cory Wilkinson from HDR.
- Cory Wilkinson mentioned he was main contact for HDR when Request for Proposals for the General Planning Consultant was issued by the TPO. He has been working as the Project Manager for the Florida-Alabama 2045 Long Range Transportation Plan. For the Bay County TPO’s 2045 Long Range Transportation Plan, Cory Wilkinson indicated that Jessica Smith will be HDR’s Project Manager.

D. **Project Schedule**

- In a PowerPoint slide, Jessica Smith reviewed the draft 2045 Long Range Transportation Plan Project Schedule for the next three months. Indicating this meeting and the next meeting in November will focus on Goals and Objectives.

E. **Development of Draft 2045 Goals and Objectives**

- Jessica Smith reviewed Federal, State, and Local documents in the PowerPoint that were used to refine the 2040 Long Range Transportation Plan Goals and Objectives for 2045 Long Range Transportation Plan. The documents referenced were the Federal Planning Factors, Federal Highway Administration’s Expectations and Emerging Issues, Florida Planning Emphasis Areas, Florida Transportation Plans, and local planning documents.

F. **Review of Draft 2045 Goals and Objectives**

- In a separate handout, Jessica Smith discussed the following:
  - **EMERGING TECHNOLOGY (Possible Additions for Goals 1, 2, 3, 6, or 8)**
    - Identify both long-range and short-range strategies that provide for an integrated multimodal transportation system, with a forward-looking approach to Mobility on Demand [Intelligent Transportation Systems (ITS), and Automated Driving Systems (ADS)].
    - Identify corridors, infrastructure needs, and planning / transition implementation needs to accommodate Mobility on Demand [Intelligent Transportation Systems (ITS), and Automated Driving Systems (ADS)].
  - **ALTERNATIVE FUELED VEHICLES (Possible Addition for Goal 1, 3, 4, or 6)**
Introduce and expand the use of alternative fuels and alternatively fueled vehicles (AFV) and related technologies.

- **REGIONAL RURAL PLANNING (Possible addition for Goal 5)**
  - Plan for and coordinate with rural governmental entities both within their planning boundaries as well as those areas outside of the current boundaries that are impacted by transportation movements between regions.

- **OBJECTIVE 2.6**
  - Provide accurate and updated public transportation information such as wayfinding signage programs, online map tools, and informational brochures.

- **OBJECTIVE 3.6**
  - Integrate Complete Streets Policies into project development and maintenance programs.

- **OBJECTIVE 6.6**
  - Incorporate tourism strategy and planning documents into the needs and projects of the transportation system.

G. **Comments from Committee Members and Public**

- Committee members comments included the following:
  - Preservation of the Existing System was the focal point in the Vision Statement. “Modernization of the Transportation System” or “Preservation of an Effective and Efficient Transportation System” were mentioned as possible suggestions.
  - Need to better address incoming transient (seasonal) populations and better balance those needs with Bay County residents’ needs were comments for the Mission Statement.
  - Goal 2 should be Goal 1 because of Safety.
  - Cell phone apps should be included in Objective 2.6.
  - Complete Streets should be included under Goal 3.
  - Alternative Fuels should be included under Goal 4.
  - Discussion occurred in Goal 5 and its objectives on how people, citizens, and private property owners are represented.
  - Include public education and outreach so that citizens can better educate the government on what they see as needs.
  - Add emphasis to support military land use under Goal 7.
  - Add emphasis for safety of the transportation system to support Emergency Medical Services, Fire and Hazardous Materials response, and Freight Connections to the Port under Goal 7.
  - Consider transportation needs for the workers who support the tourist economic under Goal 8.

- Tiffany Bates mentioned that Tyndall Air Force Base is forming a Joint Land Use Committee to provide input on Land Use issues surrounding the Base and asked if any of the Steering Committee Meeting Members are interested in part of this committee to contact her.

- Gary Kramer added that the following plans need to be reviewed for consideration of the Goals and Objectives: Sector Plan, Airport Master Plan, Transit Development Plan, and Port Master Plan.

H. **Next Steps**
• Gary Kramer iterated at the next Steering Committee Meeting, the members will be requested to recommend a draft set of Goals and Objectives for review by the TPO and Advisory Committees at their December meetings.

I. Adjournment

• The meeting was adjourned at Noon.
Comments from Tim Smith, Planning Manager Bay County Planning and Zoning Division

1. With regards to the vision statement, I think we could add some language to the end to the effect of; “….while planning for future needs and technologies.”

The draft vision statement will be revised to incorporate this language.

2. As I mentioned in the meeting, I would consider moving the safety goal to number 1. We seem to have a high number of pedestrian and cyclist related accidents here and it’s a nice reminder that it is indeed a priority of the local, regional and state agencies.

Safety will be the first goal listed. However, please note the weights in the Evaluation Criteria are when certain goals receive more priority than other goals. The Goals as currently listed do not imply one goal is more important than another goal.

3. I understand follow up tasks in the project will be to develop performance measures and measures of effectiveness. One idea that I've seen before, is if the current LRTP does not include performance measures it may be worthwhile to have their establishment as an objective under the appropriate goals. Using Goal 3 (maintenance) as an example, you could have an objective to: “Identify and develop a performance measure to track the progress of goal 3 to efficiently maintain the system.” You could then identify the data to be used in the following tasks such as pavement condition, bridge load ratings or whatever is identified. This could be done for the other goals as well. As always, an important consideration in developing performance measures is data availability and the ability or staff time for agencies to track them.

Performance Measures are listed separately from the Goals and Objectives for the TPO. A System Performance Report for Performance Measures will be included in an Appendix in the Long Range Transportation Plan Final Report. The example that is cited for bridges and pavement is referenced for Performance Management (PM) 2 Category that became effective on May 20, 2017. The TPO adopted resolution 18-12 on September 26, 2018 reflecting targets for 6 categories regarding pavement and bridges. The TPO needs to update these six targets again by April 1, 2023.

4. I think Jessica made some important points related to the new LRTP Planning requirements. I agree that new objectives and policies related to stormwater, resiliency, and tourism are needed. I’ve seen some good objectives related to stormwater to the effect of; “Identify roadway locations subject to frequent inundation and develop measures for the mitigation of impacts.” These measures could include strategies such as the identification and use of alternate routes, stormwater improvements and roadway modifications etc.

Please provide these examples for stormwater, resiliency, and tourism for the Steering Committee’s consideration.

5. At a very high level, I think Bay County has the priorities of continuing to rebuild after Matthew and managing the traffic growth from additional development and increasing tourism. I think there are some opportunities for looking at where park and ride lots or set asides for future transit stops may be appropriate and also like the idea of encouraging corridor studies or corridor master plans. I think both of these issues could warrant their own objective under the appropriate goal(s).
Additional objectives can be explored for these types of transportation improvements. However, please note that additional corridor studies were not very popular by the TPO and its Advisory Committees in previous Long Range Transportation Plan updates.

6. Do you know if there is a FSUTMS model for this area? I’m not sure if District III has one of if you guys have a modeler on staff. Having a regional model would certainly provide good data for performance measures and allow us to estimate future needs while updating the Traffic Analysis Zone (socioeconomic) data to be consistent with comprehensive plans.

The Transportation Model that exists for our region is the Northwest Florida Regional Transportation Model and is maintained by the Florida Department of Transportation District III. The Florida Department of Transportation District III’s consultant is currently updating the socio-economic data for 2045 by Traffic Analysis Zone. A land use committee, which consisted of local planners, port, and airport, and building/real estate professionals, was appointed by the TPO Staff to review the 2045 socio-economic data. This meeting took place on June 24, 2019 at Panama City Hall. This model will be used to start developing the Needs Plan for the 2045 Long Range Transportation Plan. The Evaluation Criteria, which will be reviewed by the Steering Committee and approved by the TPO, will be used to rank projects in the Needs Plan. The Evaluation Criteria is developed based on the Long Range Transportation Plan Goals and Objectives.
Steering Committee Meeting #2 Summary

Members Attending
Donna Green, FDOT Urban Liaison
Wayne Stubbs, Port Panama City
Tim Smith for Ian Crelling, Technical Coordinating Committee
Kelly Jenkins, Technical Coordinating Committee
Keith Bryant, Technical Coordinating Committee
John Lincoln, Citizens’ Advisory Committee
Leon Miller, Citizens’ Advisory Committee
Thomas Robinson, Citizens’ Advisory Committee
Robert Waddell, Citizens’ Advisory Committee

Members Not Attending
Rickey Fitzgerald, FDOT (Freight). Tried Calling in. Phone System was not set-up.
Bryant Paulk, FDOT Urban Liaison
Traycee Verdun Chapman, Tyndall Air Force Base
John Skaggs, Naval Coastal Systems Center
Richard McConnell, Northwest Florida Beaches International Airport
Angela Bradley, Bay Town Trolley

Others Attending
Jennifer Shook, Citizen
Jessica Smith, HDR
Mary Beth Washnock, Emerald Coast Regional Council
Cameron Smith, Emerald Coast Regional Council
Gary Kramer, Emerald Coast Regional Council

A. Introductions and Welcome

- Gary Kramer welcomed the participants to the Steering Committee Meeting for the 2045 Bay County Transportation Planning Organization (TPO) Long Range Transportation Plan. Each of the participants stated their names and the organization they represent.

B. Overview of LRTP Process and Steering Committee

- Gary Kramer iterated that 2040 Long Range Transportation Plan was adopted on June 22, 2016. The 2045 Long Range Transportation Plan needs to be adopted by June 22, 2021 to maintain the 5-year requirement between Long Range Transportation Plan Updates.
- Gary Kramer mentioned the members of the Steering Committee will be seeing and commenting on various products for the 2045 Long Range Transportation Plan. The Steering Committee will be providing the detailed review of the draft 2045 Long Range Transportation Plan documents. Therefore, when the TPO and Advisory Committees review the draft 2045 Long Range Transportation Plan documents most of the questions and comments will already have been addressed by the Steering Committee.
C. **Project Schedule**

- In a PowerPoint slide, Jessica Smith reviewed the draft 2045 Long Range Transportation Plan Project Schedule for the next three months. Indicating this meeting and the next meeting in January will focus on Goals and Objectives. The meeting in January will focus on comments received from the TPO, Advisory Committees, and Public Workshops. The Goals and Objectives will be action item for the TPO and Advisory Committees in February. Other tasks such as Evaluation Criteria, Financial Resources, Congestion Management Process, Needs Plan, and Cost Feasible Plan will be the focus of future Steering Committee Meetings. The 2045 Long Range Transportation Plan needs to be adopted by June 22, 2021 to maintain the five year mandate between Long Range Transportation Plans.

D. **Comments from September 25, 2019 Steering Committee**

- In a PowerPoint slide, Jessica Smith presented the comments received from the September 25, 2019 relating to the Mission Statement, Vision Statement, and Goals and Objectives as well as the comments received from Steering Committee Member Tim Smith and staff’s responses.

E. **Recommended Draft 2045 Goals and Objectives**

- Jessica Smith reviewed Federal, State, and Local documents in the PowerPoint that were used to refine the 2040 Long Range Transportation Plan Goals and Objectives for the 2045 Long Range Transportation Plan. The documents referenced were the Federal Planning Factors, Federal Highway Administration’s Expectations and Emerging Issues, Florida Planning Emphasis Areas, Florida Transportation Plans, and local planning documents.
- Jessica Smith presented the 2040 Long Range Transportation Plan, a strike-thru/underline version of the proposed changes for the 2045 Long Range Plan Goals and Objectives based on comments received from the first Steering Committee, and a clean copy of the draft 2045 Long Range Transportation Plan Goals and Objectives that were included in Steering Committee Members agenda.

F. **Comments on the Draft 2045 Goals and Objectives**

- John Lincoln asked how the Federal Transportation Budget relating to infrastructure improvements will factor into the 2045 Long Ranged Transportation Plan.
- Gary Kramer replied the Financial Resources Report will address the available transportation revenue to fund the 2045 Long Transportation Plan Cost Feasible Plan. Financial Resources will be one of the tasks reviewed by the Steering Committee in the first part of 2020.
- Thomas Robinson asked if Performance Measures for Congestion will be addressed in the 2045 Long Range Transportation Plan.
- Keith Bryant added the Traffic Management Center at the Bay County Administrative Building allows the County Staff to monitor congestion on specific segments.
- Gary Kramer mentioned a System Performance Report for the Federal Performance Measures will an appendix in the 2045 Long Range Transportation Plan.
Thomas Robinson provided a handout to the Steering Committee Members for recommended changes to the draft 2045 Vision Statement, Mission Statement, and Goals and Objectives. The Steering Committee Members agreed to accept these draft changes for discussion purposes.

VISION STATEMENT
- Our vision is to provide a safe and efficient multi-modal transportation system that supports the economic vitality of the area, respects citizens property rights, protects the environment, promotes efficient system management and operation, and emphasizes modernization of the Bay County TPO area transportation system.

MISSION STATEMENT
- To guide safe and socially responsible transportation decision-making for the modernization of the Bay County TPO area’s transportation system that supports intelligent design, the balance of the balancing the needs of Bay County Residents and transient populations for the economic development of the region.

OBJECTIVE 2.9
- Clearly define traffic capacity of roads for use in development planning. (This was originally proposed as an addition to Objective 2.4 by Thomas Robinson).

OBJECTIVE 5.1
- Coordinate transportation and future land use decisions to promote efficient development patterns and a choice of transportation modes, consistent with local government comprehensive plans and road capacities.

OBJECTIVE 5.9
- Integrate public education and outreach so citizens can better educate the government on what they see as needs, to include direct communication with property owners at the earliest phases of proposed road projects. (It was commented by members that FDOT and local governments already do this notification as part of the PD&E, Design, Right-of-Way, and Construction public meetings).

OBJECTIVE 6.6
- Incorporate tourism strategy and planning documents (including traffic congestion plans) into the needs and projects of the transportation system.

Wayne Stubbs asked what is meant by the term “Highways of Commerce” in Objective 6.4?
Gary Kramer answered “Highways of Commerce” are the major roadways in the area that were referenced in the Regional Freight Plan that was completed for the three TPO’s that Emerald Coast Regional Council staffs.
Wayne Stubbs recommended the following change to Objective 6.4.

OBJECTIVE 6.4
- Identify existing and future Highways of Commerce or Freight Corridors, assigning priority to those deemed deficient.

The Steering Committee Members agreed to accept the draft 2045 Long Range Transportation Plan Goals Objectives with the changes listed above.

G. Comments from Committee Members and Public

Jennifer Shook stated that Access Roads should be considered on Back Beach Road.
• Discussion on Access Management occurred. It was stated that Jennifer Shook should coordinate with the local governments (Bay County and Panama City Beach) and FDOT for Access Roads on Back Beach Road.

• Gary Kramer iterated that Service Roads could be considered in development of the 2045 Long Range Transportation Plan Needs Plan task which will be reviewed by the Steering Committee in the future.

**H. Next Steps**

• Gary Kramer stated the 2045 Long Range Transportation Plan Goals and Objectives will be a review item at the December TPO and Advisory Committee Meetings. A public workshop for the 2045 Long Range Transportation Plan will be held in January with Goals and Objectives being one of the topics discussed. The Steering Committee Meeting will meet soon thereafter to discuss TPO, Advisory Committee, and public comments on the Goals and Objectives. The 2045 Long Range Transportation Plan Goals and Objectives will be an action item at the February TPO and Advisory Committee Meetings.

**I. Adjournment**

• The meeting was adjourned at 11:10 a.m.
ENCLOSURE G
ALL COMMITTEES

SUBJECT: Implementation of Targets for Safety Performance Measures

ORIGIN OF SUBJECT: Federal Transportation Legislation Moving Ahead for Progress in the 21st Century Act (MAP 21) and Fixing America’s Surface Transportation Act (FAST), Federal Highway Administration, and Alabama and Florida Departments of Transportation

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, Transportation Planning Organizations (TPOs) are required to adopt targets for Safety Performance Measures by February 27. The TPOs can either accept the DOT targets or establish their own targets (see requirements in the next paragraph). In 2018 and 2019, the Bay County TPO accepted the FDOT targets for Safety Performance Measures by adopting Resolutions BAY 18-01 and BAY 19-01. The necessary language for Safety Performance Measures was incorporated into the FY 2019-2023 and FY 2020-2024 Transportation Improvement Programs (TIPs) and amendments to the TIP and the 2040 Long Range Transportation Plan.

If a TPO agrees to support a State Highway Improvement Program target, the TPO would:
- work with state and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area;
- coordinate with the State and include the safety performance measures and the State’s Highway Improvement Program targets for those measures in the Metropolitan Transportation Plan;
- integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the Highway Safety Improvement Program, including the Strategic Highway Safety Plan.; and
- include a description in the Transportation Improvement Program (of the anticipated effect of the Transportation Improvement Program toward achieving Highway Safety Improvement Program targets in the Metropolitan Transportation Plan, linking investment priorities in the Transportation Improvement Program to those safety targets.

If a TPO establishes its own Safety Performance Target, the TPO would
- establish Highway Safety Improvement Program targets for all public roads in the metropolitan planning area in coordination with the State;
- estimate vehicle miles traveled (VMT) for all public roads within the metropolitan planning area for rate targets;
- coordinate with the state and include the safety performance measures and the TPO’s safety targets for those measures in the Metropolitan Transportation Plan;
- integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other state safety transportation plans and processes such as applicable portions of the Highway Safety Improvement Program, including the Strategic Highway Safety Plan; and
- include a description in the Transportation Improvement Program of the anticipated effect of the Transportation Improvement Program toward achieving Highway Safety Improvement Program targets in the Metropolitan Transportation Plan, linking investment priorities in the Transportation Improvement Program to those safety targets.

The Florida Department of Transportation has adopted a “Vision Zero” target for the five safety measures. This “Vision Zero” target is based on the Florida Strategic Highway Safety Plan. The table below illustrates the targets the TPO adopted in 2018 and 2019, as well as DOT targets for 2020. The targets are based on a five-year rolling average. 2018 (2012-2016), 2019 (2013-2017), and 2020 (2014-2018).

If there is a desire for the TPO to set targets for safety which are different from FDOT, please e-mail Gary Kramer, ECRC staff by December 18, 2019.
FDOT’s METHODOLOGY

Florida shares the national traffic safety vision “Toward Zero Deaths,” and formally adopted their own version of the national vision, “Driving Down Fatalities.” FDOT is committed to eliminating fatalities and reducing serious injuries with the understanding that the death of any person is unacceptable, and based on that, zero deaths is the FDOT safety performance target. This target is consistent throughout the FDOT Strategic Highway Safety Plan, Highway Safety Improvement Program and Highway Safety Plan.

Number of Fatalities
Based on statistical forecasting, the five-year rolling average for total fatalities on Florida’s roads is forecasted to be between 2.877 and 3.175 in 2020. This forecast was made by combining Fatality Analysis Reporting System data with current state data from 2009 to 2018 to predict probable outcomes for 2019 and 2020. Florida’s target for fatalities is zero in 2020. While the data forecast indicates Florida’s five-year rolling average for fatalities could continue to trend upward in 2019 and 2020, the FDOT State Safety Office expects the projects chosen for funding will mitigate the data forecast and ultimately reduce the number of traffic fatalities.

Number of Serious Injuries
Based on statistical forecasting, the five-year rolling average for serious injuries on Florida’s roads is forecasted to be between 17,480 and 19,123 in 2020. This forecast was made by combining Fatality Analysis Reporting System data with current state data from 2009 to 2018 to predict probable outcomes for 2019 and 2020. Florida’s target for serious injuries is zero in 2020. The data forecast indicates Florida’s five-year rolling average of serious injuries will continue to trend downward in 2019 and 2020. The FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of serious injuries on Florida’s roads.

Fatality Rate
Based on statistical forecasting, the five-year rolling average for fatality rate per 100 million vehicle miles traveled on Florida’s roads forecasted to be between 1.10 and 1.60 in 2020. This forecast was made by combining Fatality Analysis Report System data with current state data from 2009 to 2018 to predict probable outcomes for 2019 and 2020. Florida’s target for fatality rate per 100 million vehicle miles traveled is zero in 2020. While data forecast indicates Florida’s fatality rate per 100 million vehicle miles traveled will trend downward in 2019 and 2020, the FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend and ultimately reduce the fatality rate per 100 million vehicle miles traveled.

Serious Injury Rate
Based on statistical forecasting, the five-year rolling average for serious injury rate per 100 million vehicle miles traveled on Florida’s roads is forecasted to be between 6.82 and 9.44 in 2020. This forecast was made by using current state data from 2007 to 2017 to predict probable outcomes for 2019 and 2020. Florida’s target for serious injury rate per 100 million vehicle miles traveled is zero in 2020. While the data forecast indicates Florida’s serious injury rate per 100 million vehicle miles traveled could continue to trend downward in 2019 and 2020, the FDOT
State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of serious injuries on Florida’s roads.

**Total Number of Non-Motorized Fatalities and Serious Injuries**
Based on statistical forecasting, number of non-motorized fatalities and serious injuries on Florida’s roads is forecasted to be between 2,929 and 3,283 in 2020. This forecast was made by combining Fatality Analysis Report System data with current state data from 2007 to 2018 to predict probable outcomes for 2019 and 2020. Florida’s target for number of non-motorized fatalities and serious injuries is zero in 2020. While the data forecast indicates Florida’s number of non-motorized fatalities and serious injuries could continue to trend downward in 2019 and 2020, the FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of pedestrian fatalities.

**RECOMMENDED ACTION:** This item is for information only this month and approval at the February 2020 TPO meeting. Please contact Mr. Gary Kramer ECRC staff, at gary.kramer@ecrc.org or (850) 332-7976, Extension 219, if additional information is needed.
SUBJECT: Review of the Bay County TPO Title VI Program Major Update

ORIGIN OF SUBJECT: Bay County Transportation Planning Organization (TPO) Staff

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Title 49 CFR Section 21.9(b) requires Federal Transit Administration (FTA) financial assistance recipients to “keep such records and submit to the Secretary timely, complete, and accurate compliance reports determined to be necessary to enable them to ascertain whether the recipient has complied or is complying with [49 CFR part 21’.”

The FTA requires that all direct and primary recipients document their compliance by submitting a Title Program to the FTA regional civil rights officer once every three years. The Title VI Program must be approved by the direct or primary recipient’s board of directors or appropriate governing entity or official(s) responsible for policy decisions prior to submission to FTA. Recipients shall submit a copy of the board resolution, meeting minutes, or similar documentation with the Title VI Program as evidence that the board of directors or appropriate governing entity or official(s) has approved the Title VI Program.

The Bay County TPO is subject to Title VI of the Civil Rights Act of 1964 and related statutes. This document meets the requirements set forth by the Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and Florida Department of Transportation (FDOT) to ensure compliance with Title VI of the Civil Rights Act of 1964 and related statutes as it relates to processing of Title VI and related statutes discrimination complaints.

The draft Bay County TPO Title VI Program can be viewed under the following link:

The Bay County TPO Title VI Program is subject to a 45-day review period. Please submit all comments to Brittany Ellers at brittany.ellers@ecrc.org by Wednesday, January 22, 2020.

RECOMMENDED ACTION: This item is for review and comment. Adoption will be requested in February 2020. Please submit comments no later than Wednesday, January 22, 2020. For more information, please contact Ms. Brittany Ellers, ECRC staff, at (850) 332-7976, Extension 220 or brittany.ellers@ecrc.org.
ENCLOSURE I
ALL COMMITTEES
ENCLOSURE I
ALL COMMITTEES

SUBJECT: Regional Bicycle and Pedestrian Working Group

ORIGIN OF SUBJECT: Task C.4 Multi-Modal Planning in the Unified Planning Work Program (UPWP)

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The adopted Unified Planning Work Program includes a sub-task necessitating creation of a regional bicycle and pedestrian working group. The purpose of the group would be to facilitate regional collaboration with diverse stakeholders in planning bicycle and pedestrian infrastructure among the three Transportation Planning Organizations in the region. The focus will primarily be on projects of regional significance such as the Old Spanish Trail and the Great Northwest Regional Connector.

An exploratory meeting will be held in early 2020 to discuss goals, policies, and objectives of the group. Staff is soliciting input on citizens and technical staff that should be invited to attend this meeting.

Attached are the following:
- Great Northwest Regional Connector Trail Map
- Florida Greenways and Trails Map
- Suntrail Priority Network Map

RECOMMENDED ACTION: This item is for information and review only. Please contact Ms. Caitlin Cerame, ECRC staff, at 850-332-7976, Extension 203 or caitlin.cerame@ecrc.org with contacts of invitees to the regional bicycle and pedestrian working group exploratory meeting.
Shared-Use Nonmotorized (SUN) Trail Network

LEGEND
- SUN Trail Network
- Existing Trails

NOTES:
No Warranties: This map and its content is made available by the Florida Department of Transportation (FDOT) in an "as is", "as available" basis without warranties of any kind, expressed or implied. This product is for reference purposes only and is not to be construed as a legal document or survey instrument. Information is subject to change.

Disclaimer of Liability: The user of this map and data assumes all responsibility and risk for the use of both. Under no circumstances, including negligence, shall the FDOT or its employees be liable for any direct, indirect, incidental, special, exemplary or consequential damages, or lost profits that result from the use, misuse or inability to use the map and data.

Additional trail information may be obtained by contacting your local government.

Source:
Florida Department of Transportation
Systems Implementation Office
Date: 7/29/2019

Existing Conditions
- SIS Highways
- Planned SIS roads
- FDOT District Boundaries
- Managed Lands
ENCLOSURE J

ALL COMMITTEES
SUBJECT: Bay, Gulf, Holmes, and Washington Regional Transportation Partnership

ORIGIN OF SUBJECT: Task R.1 Regional and Rural Transportation Planning in the Unified Planning Work Program (UPWP)

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Founded on September 28, 2005, the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership (RTP) is comprised of representatives from the Bay County Transportation Planning Organization (TPO) and the counties of Gulf, Holmes, and Washington. This entity enables regional planning in a collaborative manner and provides an opportunity for jurisdictions to participate in the Transportation Regional Incentive Program (TRIP). TRIP provides state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners.

The Florida Department of Transportation (FDOT) has opened the TRIP application cycle for FY 2020. The Bay, Gulf, Holmes, and Washington RTP must convene to review and prioritize projects for submittal to the Department. A February 2020 public meeting is anticipated to meet the Department’s application deadline. To ensure continued participation and a robust board, staff is requesting review of the current roster of voting members and alternate members.

Attached are the following:
- Bay, Gulf, Holmes, and Washington RTP Roster
- Membership Requirements from the By-Laws

RECOMMENDED ACTION: This item is for information and review only. Please contact Ms. Caitlin Cerame, ECRC staff, at 850-332-7976, Extension 203 or caitlin.cerame@ecrc.org if you can no longer serve on the RTP and would like to appoint a replacement or alternate.
## Bay, Gulf, Holmes, and Washington RTP Roster

<table>
<thead>
<tr>
<th>County</th>
<th>Commissioner Name</th>
<th>Email</th>
<th>Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>BAY COUNTY</strong></td>
<td>William Dozier, Commissioner</td>
<td><a href="mailto:wdozier@baycountyfl.gov">wdozier@baycountyfl.gov</a></td>
<td>850-248-8142</td>
</tr>
<tr>
<td></td>
<td>David Griggs, Commissioner</td>
<td><a href="mailto:Commissionergriggs@cityofcallaway.com">Commissionergriggs@cityofcallaway.com</a></td>
<td>850-819-1951</td>
</tr>
<tr>
<td><strong>GULF COUNTY</strong></td>
<td>Ward McDaniel, Commissioner</td>
<td><a href="mailto:Commissioner2@gulfcounty.fl.gov">Commissioner2@gulfcounty.fl.gov</a></td>
<td>850-227-5614</td>
</tr>
<tr>
<td></td>
<td>Jimmy Rogers, Commissioner</td>
<td><a href="mailto:Commissioner3@gulfcounty.fl.gov">Commissioner3@gulfcounty.fl.gov</a></td>
<td>850-227-6300</td>
</tr>
<tr>
<td><strong>HOLMES COUNTY</strong></td>
<td>Phillip Music, Commissioner</td>
<td><a href="mailto:hcc@holmescountyfl.org">hcc@holmescountyfl.org</a></td>
<td>850-638-6200</td>
</tr>
<tr>
<td><strong>WASHINGTON COUNTY</strong></td>
<td>Todd Abbott, Commissioner</td>
<td><a href="mailto:tabbott@washingtonfl.com">tabbott@washingtonfl.com</a></td>
<td>850-638-6200</td>
</tr>
<tr>
<td></td>
<td>Alan Bush, Commissioner</td>
<td><a href="mailto:District1@washingtonfl.com">District1@washingtonfl.com</a></td>
<td>850-638-6200</td>
</tr>
</tbody>
</table>
ARTICLE III - MEMBERSHIP

Section 1: Executive Committee Voting Members

A. Voting Members shall be elected officials from the Bay County TPO and counties of Gulf, Holmes and Washington that constitute the RTP, as stated in the Interlocal Agreement.

B. The Voting Membership shall consist of eight (8) members; with two (2) members each appointed by the Member Agencies (Bay County TPO and counties of Gulf, Holmes and Washington).

C. The term of office of each Voting Member shall be four (4) years, unless the member leaves elected office prior to completion of his/her term, or in the case of a Bay County TPO Member the member is no longer a TPO Member. A Voting Member may be appointed for one or more additional four (4) year terms.

D. Any Member Agency may remove and replace its representative(s) at any time, with or without cause.

E. The original appointing Member Agency shall fill voting Membership vacancies.

F. Non-voting representatives may be appointed as may be desired by the Executive Committee.
ENCLOSURE K
ALL COMMITTEES
INFORMATION ITEMS
ALL COMMITTEES

- TCC and CAC October Meeting Minutes
- BAY October Actions Report
- TIP Amendment Letter – 5305 FTA Planning Grant
- TIP Amendment Letter – SR 77 (6th Street to 9th Street)
- TIP Amendment Letter – SR 30 from College Entrance/Exit to Ivy Road
- TIP Amendment Letter – Performance Measures Consensus Planning Agreement
- Bay Transportation Alternatives Workshop Flyer
- 2020 Legislative Priorities – MPOAC
- 2020 Bay TPO Schedule

For more information, please contact Mr. Cameron Smith, ECRC Staff, at 850-332-7976 ext. 207, or Cameron.smith@ecrc.org.
MEMBERS IN ATTENDANCE
Keith Bryant, Chairman Bay County
Gene Keen Bay Area Transit
Eddie Cook City of Callaway
Johnny Sims City of Panama City
Kelly Jenkins City of Panama City Beach
Richard McConnell Northwest FL Beaches Intl Airport
Wayne Stubbs Panama City Port Authority

MEMBERS NOT IN ATTENDANCE
Ian Crelling Bay County
Marc Mackey Bay County
Doug Lee Bay County School District
Amanda Richard City of Lynn Haven
Parker W. McClellan, Jr. Northwest FL Beaches Intl
Charlie Lewis Panama City Port Authority
Mell Smigielski City of Mexico Beach
Tony Summerlin City of Parker
Lee Penton City of Springfield
John Skaggs Naval Coastal Systems Station
Traycee Verdun-Chapman Tyndall AFB

OTHERS IN ATTENDANCE
Angela Bradley Bay County
Lamar Hobbs Bay County Transit
David Griggs City of Callaway
Donna Green FDOT
Bryant Paulk FDOT
Noni Brown FHWA
Michael Sherman FHWA
Brad Harrington First Transit
Samuel Tensley First Transit
Cory Wilkinson HDR

EMERALD COAST REGIONAL COUNCIL STAFF
Mary Beth Washnock
Tiffany Bates
Brittany Ellers
1. **CALL TO ORDER/PLEDGE/INVOCATION**
Chairman Bryant called the meeting to order.

2. **APPROVAL OF AGENDA**
Chairman Bryant called for approval of the agenda.

   *Mr. Keen moved to approve the agenda. Ms. Jenkins seconded the motion and it was approved unanimously.*

3. **PUBLIC FORUM**
Ms. Washnock introduced Ms. Mary Jo Gustave, a new member of the ECRC staff. Ms. Gustave is ECRC’s new public relations manager.

   There were no comments from the public.

4. **PLANNING AND TRANSIT CONSENT AGENDA:**

   A. Approval of July 2019 TCC Meeting Minutes

   B. Consideration of Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add the Florida Department of Transportation (FDOT) Performance Measures Consensus Planning Agreement

   C. Consideration to Authorize Change Order 002 to Contract 18-02 with DAG Architects, Inc.

   *Ms. Jenkins moved to approve the July 2019 TCC minutes and recommend that the TPO approve the other consent items. Mr. McConnell seconded the motion and it was approved unanimously.*

5. **PLANNING ACTION ITEMS**

   A. Consideration of Resolution BAY 19-16 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for
Financial Project Identification (FPID) Number 4217192 in FY 2019/2020 for a Total Cost of $72,947 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk advised that FDOT requested the TPO amend the TIP to reflect the inclusion of Federal Transit Administration planning funds.

Ms. Jenkins moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-16 amending the FY 2020-2024 Transportation Improvement Program (TIP) to add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for FPID Number 4217192 in FY 2019/2020 for a total cost of $72,947. Mr. McConnell seconded the motion and it was passed unanimously.

B. Consideration of Resolution BAY 19-17 Amending the FY 2020-2024 TIP to Add Construction Phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk explained that the item is an intersection lighting project. The funds are in the current fiscal year.

Ms. Jenkins moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-17 amending the FY 2020-2024 TIP to add construction phase for SR 30 from college entrance/exit to Ivy Road lighting project. Mr. Keen seconded the motion and it was unanimously approved.

C. Consideration of Resolution BAY 19-18 Amending the FY 2020-2024 TIP to Add the Construction Phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98) 6th Street to 9th Street Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk stated that the item is an intersection lighting project.

Mr. Keen moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-18 amending the FY 2020-2024 TIP to add the construction phase for SR 77 from SR 30 6th Street to 9th Street lighting project. Mr. Mackey seconded the motion and it was unanimously approved.

D. Consideration of Resolution Bay 19-15 to Accept the FDOT Fiscal Years 2021-2025 Tentative Work Program – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk said the FDOT Five-Year Tentative Work Program covers FY 2021-2025. A copy of the work program was handed out to members. Mr. Paulk reviewed significant projects in the program, including:
1. US 231 capacity project from south of Pipe Line Road to north of Penny Road. In the new fifth year, there was an additional $10.2 million programmed for the right-of-way acquisition.

2. Annual set aside for ITS funding

3. Landscaping project in Mexico Beach – US 98 from 7th Street to County Road 385. This will be a JPA with Mexico Beach

4. New PD&E Study for US 98 from Walton County line to SR 79. This project will be programmed in FY 2021 in the amount of $2.1 million.

5. TSM project funded – SR 390 Beck Avenue at 19th Street. This will be an upgrade to mast arms. Design is scheduled for FY 2021. Right-of-way acquisition is scheduled for FY 2022, and construction in FY 2024.

6. Lynn Haven Rails to Trails project – Funded through Sun Trail program. From US 231 to East 10th Street. FDOT programmed $4.5 million in FY 2022 for construction, and $1.6 million of local funds.

**Ms. Jenkins moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-15 to accept the FDOT Fiscal Years 2021-2025 Tentative Work Program. Mr. Keen seconded the motion and it was unanimously approved.**

E. Consideration of Authorizing the TPO Chairperson to sign the Mobility Week Proclamation (No Action - TPO approval only)

Ms. Ellers presented. She advised that Mobility Week is October 25 through November 1, 2019. Mobility Week was initiated in 2016 by FDOT District Five, and went statewide in 2018. The event promotes transportation choices and alternatives. rideOn and Bay County TPO highlight transportation options in the Bay County area. The public is educated on the benefits of the transportation options. Agency coordination is improved to leverage more publicity and funding to promote public transportation and bike ped programs. This year the theme for Mobility Week is “Mix it Up.” The rideOn commuter service program assists commuters to work with alternative modes. ECRC is partnering with transit agencies across the region to promote Mobility Week.

Ms. Bates provided a flyer to TCC members regarding Mobility Week and a ride along event. The ride along event will be held with Bay Town Trolley October 29, 2019. Participants will meet at the Bay County Public Library at 9:30 am. TPO board members were invited to ride the bus for the event. Press will be available to discuss the benefits and encourage people to participate in Mobility Week and utilize the Bay Town Trolley.

6. **FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE**
Mr. Paulk presented the update to FDOT’s Florida Transportation Plan. A flyer was in the agenda package including contact information. He encouraged comments regarding the plan.

Mr. Paulk advised of a public hearing update for the resurfacing project on Panama City Beach Parkway, from the Walton County line to Heather Drive. The public hearing will be held October 29, 2019 at the Woodstock Church on Panama City Beach Parkway. The project includes construction of a standard sidewalk on the north side of the road, and a ten-foot multi-use trail on the south side of the road. There will be improvements to the left turn lanes at intersections.

Chairman Bryant asked if the resurfacing project tied into the new facility going in at the Philips Inlet Bridge. Mr. Paulk said it relates to the pedestrian crossing at the bridge. A barrier will be provided for pedestrians.

Ms. Washnock introduced Mr. Michael Sherman, the Federal Highway Administration liaison. Mr. Sherman said he is the planning liaison for all the TPOs in District Three.

7. **PLANNING PRESENTATIONS** (no action) - None

8. **PLANNING INFORMATION ITEMS**

Included in the agenda package were the following:

- TCC and CAC July Meeting Minutes
- Bay July 2019 Actions Report
- TIP Amendment Letter
- TIP UPWP Amendment Letter
- Bay TPO Signed Certification Statement
- Florida Transportation Plan Handout
- Regional ITS 2019 Progress Report
- Bay Transportation Alternatives Workshop Flyer
- Bay County TPO 2019 Meeting Schedule

9. **TRANSIT ACTION ITEMS**

A. **Consideration to Approve a Contract Between the Bay County TPO and Russell Construction of Alabama, Inc., to Serve as the Contractor/Builder for the Reconstruction of the Bay County Transit System Operations and Maintenance Facility Located at 919 Massalina Drive and Reconstruction/Remodel of the Bay County Transit System Administration Facility Located at 1021 Massalina Drive – Ms. Angela Bradley, Bay County Staff**
Ms. Bradley stated their buildings were severely damaged by Hurricane Michael. Three bids were received for reconstruction of the buildings. She recommended approval of the lowest bidder, Russell Construction of Alabama. The Bay County Transit Subcommittee recommended approval of Russell Construction.

Ms. Jenkins moved to recommend the TPO authorize the chairman approve the contract between the Bay County TPO and Russell Construction of Alabama, Inc., to serve as the contractor/builder for the reconstruction of the Bay County Transit System Operations and Maintenance Facility located at 919 Massalina Drive and reconstruction/remodel of the Bay County Transit System Administration Facility located at 1021 Massalina Drive. Mr. Cook seconded the motion and the motion passed unanimously.

B. Consideration to Approve a Modification to Bay Town Trolley Route 7 – Ms. Angela Bradley, Bay County Staff

Ms. Bradley presented. She said the modification was requested because the beach is adding to their tram lane. Ms. Bradley was asking to utilize the tram lane. Stops are being added to the tram lane.

Mr. Harrington, of First Transit, stated the route modification was from Front Beach Road and Hutchinson Street on the east, and on the west to R. Jackson and Hutchinson Street. The route will be moved to Front Beach Road instead of turning onto Middle Beach Road; i.e. it will continue on Front Beach Road. A turn will be made back to Middle Beach Road at R. Jackson. There are six stops that will be affected; three east and three west. The stops will be moved down to Front Beach Road. A new stop will be added at R. Jackson and Front Beach Road.

Ms. Jenkins moved to recommend the TPO authorize the chairman to approve a modification to Bay Town Trolley Route 7. Mr. McConnell seconded the motion and the motion passed unanimously.

C. Review of the Comprehensive Operations Analysis (COA) and Ten-Year Transit Development Plan (TDP) Major Update – Ms. Angela Bradley, Bay County Staff

Ms. Bradley advised that the update to the TDP is completed every five years. The current TDP was adopted in 2016. The request was to allow a task order for the actual consultants that are with the TPO to produce a new ten-year plan. Added to the TDP request was a Comprehensive Operation Analysis (COA) of the system. The COA will be used to understand the current system and develop the TDP.

Ms. Bradley asked to recommend approval of HDR to move forward with the task order.
Mr. Cook moved to recommend the TPO authorize the chairman to approve review of the COA and ten-year TDP major update. Ms. Jenkins seconded the motion and the motion passed unanimously.

10. TRANSIT UPDATE

Ms. Bradley said there were no updates to report.

11. TRANSIT INFORMATION PACKAGE

Included in the agenda package was the following:

- Transit Financial Report

12. OTHER BUSINESS

Mr. Smith advised that the next Bay TPO meeting will be Wednesday, December 4, 2019 at Panama City Hall, Room 010, located at 501 Harrison Avenue, Panama City, Florida. The TCC will meet at 11:00 a.m., the CAC will meet at 1:30 p.m., and the TPO will meet at 3:30 p.m.

Chairman Bryant reported that Mr. Marc Mackey, the traffic engineer for Bay County is taking a new position. Mr. Mackey was the TCC vice chair. Chairman Bryant recommended Ms. Kelly Jenkins for the vice chair position.

Mr. Keen moved to recommend the TPO authorize the chairman to approve Ms. Kelly Jenkins as the new vice chair for the TCC. Mr. McConnell seconded the motion and the motion passed unanimously.

13. ADJOURNMENT - There being no further business the meeting adjourned at 11:28 a.m.
MEMBERS IN ATTENDANCE
John Lincoln III, Chairman
Walter Akins
Marty Kirkland
Leon Miller
James Pretlow
Thomas Robinson
Robert Waddell

MEMBERS NOT IN ATTENDANCE
Pamela Dorwarth
Ali Frolich
Wilda Hodge
Jo Ann Stone
Patty J Strohmenger
Guy York

OTHERS IN ATTENDANCE
Lamar Hobbs Bay County
Angela Bradley Bay County
David Griggs City of Callaway
Donna Green FDOT
Bryant Paulk FDOT
Noni Brown FHWA
Michael Sherman FHWA
Brad Harrington First Transit
Sam Tensley First Transit
Cory Wilkinson HDR

EMERALD COAST REGIONAL COUNCIL STAFF
Mary Beth Washnock
Tiffany Bates
Brittany Ellers
Mary Jo Gustave
Rodrigues Kimbrough
Gary Kramer
Dorothy McKenzie
Cameron Smith
Howard Vanselow

1. **CALL TO ORDER/PLEDGE/INVOCATION**  
   Chairman Lincoln called the meeting to order.

2. **APPROVAL OF AGENDA**  
   Chairman Lincoln called for approval of the agenda.

   *Mr. Akins moved to approve the agenda. Mr. Waddell seconded the motion and it was passed unanimously.*

3. **PUBLIC FORUM**  
   Chairman Lincoln asked if there were any speakers for the public forum. Ms. Washnock stated there were no comments from the public.

4. **PLANNING AND TRANSIT CONSENT AGENDA**  
   A. Approval of the July 2019 Meeting Minutes
      
   B. Consideration of Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add the Florida Department of Transportation (FDOT) Performance Measures Consensus Planning Agreement – Mr. Bryant Paulk, AICP, FDOT Urban Liaison
      
   C. Consideration to Authorize Change Order 002 to Contract 18-01 with DAG Architects, Inc. – Ms. Angela Bradley, Bay County Staff
      
      Chairman Lincoln called for a motion to approve the consent agenda.

      *Mr. Pretlow moved to approve the July 2019 meeting minutes and recommend the TPO approve the remaining consent items. Mr. Miller seconded the motion. The motion was passed unanimously.*

5. **PLANNING ACTION ITEMS**  
   A. Consideration of Resolution BAY 19-16 Amending the FY 2020-2024 Transportation Improvement Program (TIP) to Add Bay County TPO Section 5305 Federal Transit Administration (FTA) Planning Grant Public Transportation Project for Financial Project Identification (FPID) Number 4217192 in FY 2019/2020 for a Total Cost of $72,947 – Mr. Bryant Paulk, AICP, FDOT Urban Liaison
      
      Mr. Paulk stated the item was a request from FDOT to add the FTA transit planning funds to the TIP. The request was initiated by the FTA.
Mr. Pretlow moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-16 amending the FY 2020-2024 TIP to add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for FPID Number 4217192 in FY 2019/2020 for a total cost of $72,947. Mr. Miller seconded the motion and it was unanimously approved.

B. Consideration of Resolution Bay 19-17 Amending the FY 2020-2024 TIP to Add Construction Phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk advised FDOT was requesting to add an intersection lighting project for Highway 98, from the Gulf Coast College entrance to Ivy Road in Parker. The project is for the retrofitting of existing lighting at intersections and additional lighting where needed.

Mr. Pretlow moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-17 amending the FY 2020-2024 TIP to add construction phase for SR 30 from college entrance/exit to Ivy Road lighting project. Ms. Kirkland seconded the motion and it was unanimously approved.

C. Consideration of Resolution Bay 19-18 Amending the FY 2020-2024 TIP to Add the Construction Phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98) 6th Street to 9th Street Lighting Project – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk stated the item is for intersection lighting retrofit and installation. The project is on SR 77, from Business 98 in Panama City to 9th Street in Lynn Haven. Funds for the project are in the current fiscal year. The project will be done through a joint participation agreement with Gulf Power.

Mr. Akins moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-18 amending the FY 2020-2024 TIP to add the construction phase for SR 77 from SR 30 6th Street lighting project. Mr. Pretlow seconded the motion and it was unanimously approved.

D. Consideration of Resolution Bay 19-15 to Accept the FDOT Fiscal Years 2021-2025 Tentative Work Program – Mr. Bryant Paulk, AICP, FDOT Urban Liaison

Mr. Paulk said the Five-Year Tentative Work Program report reflects all the projects in Bay County that are programmed for fiscal years 2021-2025. He highlighted the following projects, including,
• Improvement on US 231 – Segment from Pipe Line Road to Penny Road – Mr. Paulk said the third year of right-of-way acquisition funds come into the new fifth year, FY 2025, in the amount of $10.2 million. This fully funds the right-of-way acquisition on the project phase. The project had right-of-way funds programmed in FY 2023, FY 2024 and FY 2025.

• Federal Landscaping Project on US 98 in Mexico Beach – Programmed for FY 2021 and will be entered into a joint participation agreement with Mexico Beach for the project.

• New PD&E Study/Environmental Study – Widening of US 98 from Walton County Line to SR 79.

• New Traffic Operations Project – The project is at SR 390 Beck Avenue, at 19th Street. Upgrade current signal to mast arms. Construction date in FY 2024.

• Lynn Haven Rails to Trails Project – Construction is funded in FY 2022, with $4.6 million in state funds, and $1.6 million in local funds.

Mr. Waddell moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-15 to accept the FDOT Fiscal Years 2021-2025 Tentative Work Program. Mr. Akins seconded the motion and it was unanimously approved.

E. Consideration of Authorizing the TPO Chairperson to Sign the Mobility Week Proclamation (No Action - TPO Approval Only) – Mr. Rodrigues Kimbrough, ECRC Staff

Mr. Kimbrough said Mobility Week will be October 25 through November 1, 2019. Mobility Week is to promote all the transportation choices and alternatives available. Also, Mobility Week increases awareness and educates the public of systems that are in place. The theme for this year’s Mobility Week is “Mix It Up.” Modes of transportation in the region include bus, bicycle, pedestrian, carpools, and vanpools.

Ms. Washnock advised Ms. Bates would present information about a ride along event ECRC is providing in conjunction with Bay Town Trolley. Ms. Bates said the ride along event will take place October 29, 2019. A flyer was provided with details of the event. TPO board members will join ECRC staff on the bus at the Bay County Public Library. Everyone was invited to attend the ride along.

6. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE
Mr. Paulk said FDOT is updating the Florida Transportation Plan, which is the statewide version of the MPO’s Long Range Transportation Plan. A flyer was provided in the agenda indicating contact information.

Mr. Paulk reported that there will be a public hearing on a resurfacing project on US 98/Panama City Beach Parkway, from the Walton County line to Heather Drive at SR 79. The public hearing date is October 29, 2019 at the Woodstock Church on Panama City Beach Parkway. The resurfacing project will include other improvements including a 10-foot multi-use path on the south side of the roadway, and a standard six-foot sidewalk on the north side of the roadway. There will be access management improvements and the installation of turn lanes.

Mr. Pretlow said they were already planning six laning the road from Mandy Drive to the bridge. He said at some point in the future the roads Mr. Paulk discussed will also be six laned. Mr. Pretlow asked if the expansion project is being planned for in the sidewalk project plans.

Mr. Paulk said the potential route of the capacity project has not been determined. He stated the facilities are being built at risk. He said regarding the existing PD&E study for Back Beach Road moving to the east, they have a long way to go to fund that capacity improvement. He further stated that FDOT has not started the PD&E on this portion, so it is many years away. He said the improvements will be planned for more than a decade before they are done.

Mr. Akins referred to traveling over the overpass at the college headed west. He said it is not reasonable to have a fast lane merging into the slow lane. He said vehicles must slam on their brakes to get into the slow lane. Mr. Paulk said he can take comments to FDOT’s construction office.

Mr. Akins referred to I-10, the widening of SR 390 at a local church on US 231. He said it appeared to him that the left turn lane going into the school, North Bay Haven, was cut in half. He said cars are backed up past Transmitter Road twice a day. He stated that he had been informed that there is going to be an extra lane. He said the same number of cars will be turning, and that lane needs to be extended at least to the bridge.

Chairman Lincoln asked if the eastbound 23rd Street flyover is on schedule. Mr. Paulk said the project is on schedule and he would provide staff with the schedule.

Mr. Paulk stated that the safety study on Back Beach Road, Panama City Beach Parkway, has been finalized. He said the CAC was concerned with the intersection on R. Jackson, exiting the shopping center going south. He stated that FDOT is recommending two left turn lanes, to be installed with one through lane and one right turn lane. Some engineering will have
to be done because the changes cannot be done with just striping. FDOT will have to shift the turn lanes to the east to allow the right turn off R. Jackson onto Back Beach Road.

Mr. Paulk said in reference to the Tyndall Air Force Base flyover project, FDOT anticipates a groundbreaking early in November 2019. The project is currently being designed—it is a design/build contract. Completion of the project is expected in the spring of 2021.

Mr. Paulk said the District Three transportation symposium is scheduled for January 9, 2020, 8:30 a.m. to 4:00 p.m. The symposium will be held at the district office in Chipley.

Mr. Paulk spoke on SR 77 intersections with 12th Street and 17th Street. He stated that Bay County anticipates adding turn lanes on 12th Street. There are no plans for improvements on 17th Street.

Mr. Miller wanted to review the last three years. He said he has been one of the strong supporters of 17th Street and SR 77 getting a turn lane. He reported that a few months ago he was informed that the project was killed. He said the next week, right behind 12th Street they put in the same identical turning lane on 12th Street in Lynn Haven. He said a study was done three years ago on 17th Street. He said at the last TCC meeting it was said that a study was going to be done. Mr. Miller said he has not seen anyone on 17th Street doing a study in the last month. He asked why it was said 17th Street was killed, and in two weeks right down the street the same turn signal was put in on 12th Street.

Mr. Paulk said he never made the statement that a study was killed on 17th Street or 12th Street. He clarified that they are both Bay County facilities. He stated that FDOT has no authority to build, construct, or study, or do anything without coordination with the county, and that he has not been asked to participate.

Mr. Miller said when Michael White was city manager, he went through the state and obtained a letter from the state stating that it had been approved for a turn signal. Mr. Paulk said FDOT can permit the local government to install a turn lane. Mr. Miller said that is the heaviest traffic area in Lynn Haven—17th Street and SR 77.

Mr. Paulk asked if Lynn Haven has contacted Bay County to do something about the intersection. Mr. Miller said Lynn Haven contacted Bay County a long time ago. Mr. Paulk suggested Lynn Haven reach out to Bay County again.

Mr. Miller said at the last meeting Mr. Paulk said FDOT was going to do a study. Mr. Miller asked if the study is still in the making. Mr. Paulk said when they were discussing it, he thought Mr. Miller was indicating there were not turn lanes on SR 77, which is the state facility. Mr. Paulk further stated that if there were not appropriate turn lanes, they would have to do an intersection analysis. Mr. Paulk said Mr. Miller had been actually referencing the side street. Mr. Miller said the problem is on SR 77, trying to make a turn. He said cars
don’t have any direction of which way to go from SR 77. Mr. Paulk asked Mr. Miller if he was trying to turn onto SR 77. Mr. Miller said he was trying to turn on to SR 77. Mr. Miller said FDOT went down to 12th Street and put the same light there. Mr. Paulk said 12th Street is where the improvement needs to be made, which is a County facility, and 17th Street is a county facility. Mr. Paulk said FDOT cannot make improvements on county roads. Mr. Paulk said it is the county’s responsibility.

Mr. Robinson asked for the proper way to bring an issue to FDOT. Mr. Paulk said the CAC can ask staff to reach out or ask the TPO.

Mr. Waddell said the July 2019 minutes were inaccurate. He said the motion was to request the TPO request both 12th and 17th Streets be studied.

7. PLANNING PRESENTATIONS (no action)

Ms. Washnock introduced the new ECRC Public Relations Manager, Ms. Mary Jo Gustave. Ms. Gustave will oversee all the public relations and public involvement efforts for ECRC and the TPO. Ms. Washnock also introduced Mr. Michael Sherman, with Federal Highway Administration (FHWA). Mr. Sherman is ECRC’s liaison.

Mr. Sherman said he oversees all the TPOs in District One and District Three.

8. PLANNING INFORMATION ITEMS

Included in the agenda package were the following:

- TCC and CAC July Meeting Minutes
- Bay July 2019 Actions Report
- TIP Amendment Letter
- TIP UPWP Amendment Letter
- Bay TPO Signed Certification Statement
- Florida Transportation Plan Handout
- Regional ITS 2019 Progress Report
- Bay Transportation Alternatives Workshop Flyer
- Bay County TPO 2019 Meeting Schedule

Mr. Waddell said he indicated the minutes for the July 2019 meeting had an error on Page 73. He said, “The motion should read that the recommendation was to present to the TPO a request that a study be made at SR 77 at 17th Street and 12th Street.” He said the minutes just show 12th Street, and should be 17th Street and 12th Street.

Mr. Waddell moved to amend the July 2019 minutes to reflect the above change. Mr. Robinson seconded the motion and the motion passed unanimously.
9. TRANSIT ACTION ITEMS

   A. Consideration to Approve a Contract Between the Bay County TPO and Russell Construction of Alabama, Inc., to Serve as the Contractor/Builder for the Reconstruction of the Bay County Transit System Operations and Maintenance Facility Located at 919 Massalina Drive and Reconstruction/Remodel of the Bay County Transit System Administration Facility Located at 1021 Massalina Drive – Ms. Angela Bradley, Bay County Staff

   Ms. Bradley stated that both buildings were destroyed during Hurricane Michael. An invitation to bid was issued and there were three respondents. She requested that a motion be made to recommend approval of Russell Construction of Alabama, the lowest qualifying bidder. She advised the TCC and the Transit Subcommittee had recommended approval. She asked to allow the chairman to sign the resolution and enter into a contract to build/rebuild the three facilities at the transit yard.

   Ms. Kirkland moved to recommend the TPO authorize the TPO chairman approve the contract between the Bay County TPO and Russell Construction of Alabama, Inc., to serve as the contractor/builder for the reconstruction of the Bay County Transit System Operations and Maintenance Facility located at 919 Massalina Drive and reconstruction/remodel of the Bay County Transit System Administration Facility located at 1021 Massalina Drive. Mr. Miller seconded the motion and the motion passed unanimously.

   B. Consideration to Approve a Modification to Bay Town Trolley Route 7 – Ms. Angela Bradley, Bay County Staff

   Ms. Bradley advised that Mr. Brad Harrington, First Transit, would explain the changes to Route 7, which includes Panama City Beach. She said use of the CRA’s tram lane would move trolleys out of the main traffic, especially on Front Beach Road, so they would not contribute to the congestion.

   Mr. Harrington said the route it will entail six beach stops in total; three eastbound and three westbound. A stop on Front Beach Road has been added. Instead of going onto Hutchinson, it will continue straight, and then turn on R. Jackson to go back to Middle Beach Road. They will be adding two stops at Front Beach and R. Jackson. Surveys revealed that ridership is mainly going either to Front Beach Road or going to Back Beach Road.

   Ms. Bradley said when the tram lane is finished the riders will be notified of the changes.
Mr. Pretlow moved to recommend the TPO authorize the TPO chairman to approve a modification to Bay Town Trolley Route 7. Mr. Akins seconded the motion and the motion passed unanimously.

C. Review of the Comprehensive Operations Analysis (COA) and Ten-Year Transit Development Plan (TDP) Major Update – Ms. Angela Bradley, Bay County Staff

Ms. Bradley said each transit property in Florida that receives any grant block funding is required to develop a Transportation Development Plan. The plan looks at a ten-year planning horizon. Ms. Bradley said she wanted to include a Comprehensive Operations Analysis (COA) along with the TDP. This analysis would look at every route in the system, and all the stops to determine if they are running efficiently and effectively. If not, recommendations will be made for short term and long term improvements. Ms. Bradley asked that the CAC make a motion to recommend the TPO approve a task order for HDR.

Mr. Pretlow moved to recommend the TPO authorize the TPO chairman to approve review of the COA and ten-year TDP major update. Mr. Akins seconded the motion and the motion passed unanimously.

10. TRANSIT UPDATE

Ms. Bradley said there no update.

11. TRANSIT INFORMATION PACKAGE

Included in the agenda package were the following:

- Transit Financial Report

12. LEGAL UPDATE – Burke, Blue, Hutchinson, Walters & Smith, P.A.

There was no legal update.

13. OTHER BUSINESS

The next Bay TPO meeting will be Wednesday, December 4, 2019 at Panama City Hall, Room 010, located at 501 Harrison Avenue, Panama City, Florida. The TCC will meet at 11:00 a.m., the CAC will meet at 1:30 p.m., and the TPO will meet at 3:30 p.m.

14. ADJOURNMENT

There being no further business the meeting adjourned at 2:20 p.m.
MEMORANDUM

DATE: November 6, 2019

TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison
    Ms. Donna Green, FDOT Urban Liaison

CC: TPO, TCC, and CAC Members

FROM: Cameron Smith, Transportation Program Coordinator

RE: TPO Actions Report – October 2019

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the October 23, 2019 meeting. The Florida Department of Transportation (FDOT) has requested a copy of this report so the appropriate FDOT department directors can take action as requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

TRANSPORTATION IMPROVEMENT PROGRAM

The TPO unanimously approved, by roll call vote, Resolution BAY 19-16 Amending the FY 2020-2024 Transportation Improvement Program to Add Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for Financial Project Identification (FPID) Number 4217192 in FY 2019/2020 for a Total Cost of $72,947. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved, by roll call vote, Resolution BAY 19-17 Amending the FY 2020-2024 Transportation Improvement Program to Add Construction Phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road Lighting Project. This action was recommended to ensure FDOT can authorize funding for this project.

The TPO unanimously approved, by roll call vote, Resolution BAY 19-18 Amending the FY 2020-2024 Transportation Improvement Program to Add the Construction Phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98B) 6th Street to 9th Street Lighting Project. This action was recommended to ensure FDOT can authorize funding for this project.

Under consent, the TPO approved Amending the FY 2020-2024 Transportation Improvement Program to Add the Florida Department of Transportation (FDOT) Performance Measures Consensus Planning Agreement. This action was recommended to ensure compliance of the FY 2020-2024 TIP with Federal regulations.
TENTATIVE WORK PROGRAM

The TPO unanimously approved Resolution BAY 19-15 to Accept the FDOT Fiscal Years 2021-2025 Tentative Work Program. This action was recommended to reflect the coordination that has occurred between the TPO and FDOT in the development of the Work Program and funding of the TPO priorities.

MOBILITY WEEK PROCLAMATION

The TPO approved the authorization for the TPO chairperson to sign the Mobility Week Proclamation. This action was recommended to declare October 25, 2019 – November 1, 2019 Mobility Week in the Bay TPO area.

PUBLIC TRANSPORTATION ITEMS

The TPO approved under consent the surplus of transit vehicle 1305 (2013 Champion Defender).

The TPO approved under consent the authorization of Change Order 002 to Contract 18-01 with DAG Architects, Inc.

The TPO approved Resolution 19-19, a Contract Between the Bay County TPO and Russell Construction of Alabama, Inc., to Serve as the Contractor/Builder for the Reconstruction of the Bay County Transit System Operations and Maintenance Facility located at 919 Massalina Drive and Reconstruction/Remodel of the Bay County Transit System Administration Facility Located at 1021 Massalina Drive. This action was recommended because Russell Construction of Alabama was the lowest responsive bidder during the ITB process.

The TPO approved Resolution 19-20, a modification to Bay Town Trolley Route 7. This action was recommended because the Bay County TPO Transit Subcommittee unanimously approved the modification.

The TPO approved the task order between the TPO and HDR for the Comprehensive Operations Analysis (COA) and Ten-Year Transit Development Plan (TDP) Major Update. This action was recommended because it is a requirement to receive transit block grant funding.
October 25, 2019

Mr. Ray Kirkland
FDOT District 3 Planning
P. O. Box 607
Chipley FL  32428-0607

Dear Mr. Kirkland:

RE: Amendment to the FY 2020-2024 Transportation Improvement Program (TIP)

At the October 23rd Bay County TPO meeting, the TPO passed Resolution 19-16 to add the following project in the FY 20-24 TIP.

Adds Bay County TPO Section 5305 Federal Transit Administration Planning Grant for Project ID 4217192 in FY 2019/20 for a total cost of $72,947.

The signed resolution and amended TIP page are attached. If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or gary.kramer@ecrc.org

With Sincere Appreciation,

Mary Beth Washneck
Transportation Manager

Attachments:
1. Resolution 19-16
2. Amended FY 2020-2024 TIP Page

Copies to:
Bryant Pauk – Milton Operations Center
Donna Green, Casey Johns, FDOT District 3
RESOLUTION BAY 19-16

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION
AMENDING THE FISCAL YEAR 2020 – FISCAL YEAR 2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of State of Florida, to the Federal Transit Administration, and through the State of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO’s TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the Fiscal Year (FY) 2020 – FY 2024 Transportation Improvement Programs adding Bay County TPO Section 5305 Federal Transit Administration Planning Grant Public Transportation Project for Financial Project Identification (FPID) number 4217192 in FY 2019/2020 for a total cost of $72,947.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 23rd day of October 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: Pam Henderson, Chairwoman

ATTEST:
**Work Summary:** MODAL SYSTEMS PLANNING

**Lead Agency:** Bay County TPO


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**Prior Cost < 2019/20:** 0

**Future Cost > 2023/24:** 0

**Total Project Cost:** 72,947

**Project Description:** TPO Public Transportation Priority. Bay County TPO FTA 5305 Planning Grant.
October 25, 2019

Mr. Ray Kirkland
FDOT District 3 Planning
P. O. Box 607
Chipley FL 32428-0607

Dear Mr. Kirkland:

RE: Amendment to the FY 2020-2024 Transportation Improvement Program (TIP)

At the October 23rd Bay County TPO meeting, the TPO passed Resolution 19-18 to add the following project to the FY 20-24 TIP

Adds the Construction Phase for Project ID 4443392 SR 77 (Martin Luther King Boulevard) from SR 30 (US 98B) 6th Street to 9th Street in FY 2019/20 in the total amount of $180,683.

The signed resolution and amended TIP page are attached. If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or gary.kramer@ecrc.org.

With Sincere Appreciation,

Mary Beth Washnock
Transportation Manager

Attachments:
1. Resolution 19-18
2. Amended FY 2020-2024 TIP Page

Copies to:
Bryant Paulk – Milton Operations Center
Donna Green, Casey Johns, FDOT District 3
RESOLUTION BAY 19-18

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of State of Florida, to the Federal Transit Administration, and through the State of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO’s TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2019-2023 Transportation Improvement Program to add the Construction Phase for SR 77 (Martin Luther King Boulevard) from SR 30 (US 98B) 6th Street to 9th Street lighting project for a total cost of $180,683.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 23rd day of October 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: Pamn Henderson, Chairperson

ATTEST: [Signature]
**SR 77 (MLK BOULEVARD)**

**Work Summary:** LIGHTING

**From:** SR 30 (US 98B) 6TH STREET

**To:** 9TH STREET

**Lead Agency:** FDOT

**Length:** 6.054 MI

**LRTP #:** Final Report p. 7-5

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**Prior Cost < 2019/20:** 0

**Future Cost > 2023/24:** 0

**Total Project Cost:** 180,683

**Project Description:** Install lighting at all existing intersections on SR 77 (Martin Luther King Boulevard) from SR 30 (US 98B) 6th Street to 9th Street.
October 25, 2019

Mr. Ray Kirkland
FDOT District 3 Planning
P. O. Box 607
Chipley FL 32428-0607

Dear Mr. Kirkland:

RE: Amendment to the FY 2020-2024 Transportation Improvement Program (TIP)

At the October 23rd Bay County TPO meeting, the TPO passed Resolution 19-17 to add the following project to the FY 20-24 TIP.

Adds the Construction Phase for Project ID 4443302 SR 30 (US 98) from College Ent/Exit to Ivy Road in FY 2019/20 in the total amount of 283,930.

The signed resolution and amended TIP page are attached. If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or gary.kramer@ecrc.org

With Sincere Appreciation,

Mary Beth Washinock
Transportation Manager

Attachments:
1. Resolution 19-17
2. Amended FY 2020-2024 TIP Page

Copies to:
Bryant Pauk – Milton Operations Center
Donna Green, Casey Johns, FDOT District 3
RESOLUTION BAY 19-17

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2020-2024 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the metropolitan planning organization designated by the governor of Florida as being responsible for carrying out a continuing, cooperative, and comprehensive transportation planning process for the Bay County Metropolitan Planning Area; and

WHEREAS, the Transportation Improvement Program (TIP) is adopted annually by the TPO and submitted to the governor of State of Florida, to the Federal Transit Administration, and through the State of Florida to the Federal Highway Administration; and

WHEREAS, the TIP is periodically amended to maintain consistency with the Florida Department of Transportation Work Program; and

WHEREAS, authorization for federal funding of projects within an urbanized area cannot be obtained unless the projects are included in the TPO's TIP; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the amendment listed below will support the performance targets established by the state and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the FY 2020-2024 Transportation Improvement Program to add the Construction Phase for SR 30 (US 98) from College Entrance/Exit to Ivy Road Lighting Project a total cost of $283,930.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 23rd day of October 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ________

Pam Henderson, Chairperson

ATTEST: ________

Bay TPO December 2019 Agenda
SR 30 (US 98)

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Prior Cost < 2019/20: 0
Future Cost > 2023/24: 0
Total Project Cost: 283,930

Project Description: Install lighting at all existing signalized intersections on SR 30 (US 98) from College Ent./Exit to Ivy Road.

From: COLLEGE (ENT./EXIT)
To: IVY ROAD
Length: 11.323 MI
LRTP #: Final Report p. 7-5
October 25, 2019

Mr. Ray Kirkland
FDOT District 3 Planning
P. O. Box 607
Chipley FL 32428-0607

RE: Amendment to the FY 2020-2024 Transportation Improvement Program (TIP)

Dear Mr. Kirkland:

At the October 23rd Bay County TPO meeting, the TPO amended the FY 20-24 TIP to include the Florida Department of Transportation (FDOT) Performance Measures Consensus Planning Agreement in Appendix H. This amendment was requested by the Federal Highway Administration through our FDOT Urban Liaison.

If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or gary.kramer@ecrc.org.

With Sincere Appreciation,

Mary Beth Washnock
Transportation Manager

Attachments:
1. FY 2020-2024 TIP Appendix H as amended

Copies to:
Bryant Paulk – Milton Operations Center
Donna Green, FDOT District 3
Casey Johns, FDOT District 3
Michael Sherman, FHWA – Florida Division
Appendix H

Florida Department of Transportation
Letter of Consistency, Checklist, and Performance Measures
Consensus Planning Agreement
This page has been intentionally left blank.

(The TIP is submitted to FDOT for approval after it is approved by the TPO.)
Transportation Performance Measures
Consensus Planning Document

Purpose and Authority

This document has been cooperatively developed by the Florida Department of Transportation (FDOT) and Florida’s 27 Metropolitan Planning Organizations (MPOs) through the Florida Metropolitan Planning Organization Advisory Council (MPOAC), and, by representation on the MPO boards and committees, the providers of public transportation in the MPO planning areas.

The purpose of the document is to outline the minimum roles of FDOT, the MPOs, and the providers of public transportation in the MPO planning areas to ensure consistency to the maximum extent practicable in satisfying the transportation performance management requirements promulgated by the United States Department of Transportation in Title 23 Parts 450, 490, 625, and 673 of the Code of Federal Regulations (23 CFR). Specifically:

- 23 CFR 450.314(h)(1) requires that “The MPO(s), State(s), and providers of public transportation shall jointly agree upon and develop specific written procedures for cooperatively developing and sharing information related to transportation performance data, the selection of performance targets, the reporting of performance targets, the reporting of performance to be used in tracking progress toward achievement of critical outcomes for the region of the MPO, and the collection of data for the State asset management plan for the National Highway System (NHS).”

- 23 CFR 450.314(h)(2) allows for these provisions to be “Documented in some other means outside the metropolitan planning agreements as determined cooperatively by the MPO(s), State(s), and providers of public transportation.”

Section 339.175(11), Florida Statutes creates the MPOAC to “Assist MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion pursuant to law” and to “Serve as a clearinghouse for review and comment by MPOs on the Florida Transportation Plan and on other issues required to comply with federal or state law in carrying out the urbanized transportation planning processes.” The MPOAC Governing Board membership includes one representative of each MPO in Florida.

This document was developed, adopted, and subsequently updated by joint agreement of the FDOT Secretary and the MPOAC Governing Board. Each MPO will adopt this document by incorporation in its annual Transportation Improvement Program (TIP) or by separate board action as documented in a resolution or meeting minutes, which will serve as documentation of agreement by the MPO and the provider(s) of public transportation in the MPO planning area to carry out their roles and responsibilities as described in this general document.
Roles and Responsibilities

This document describes the general processes through which FDOT, the MPOs, and the providers of public transportation in MPO planning areas will cooperatively develop and share information related to transportation performance management.

Email communications will be considered written notice for all portions of this document. Communication with FDOT related to transportation performance management generally will occur through the Administrator for Metropolitan Planning in the Office of Policy Planning. Communications with the MPOAC related to transportation performance management generally will occur through the Executive Director of the MPOAC.

1. Transportation performance data:

a) FDOT will collect and maintain data, perform calculations of performance metrics and measures, and provide to each MPO the results of the calculations used to develop statewide targets for all applicable federally required performance measures. FDOT will provide, to each MPO the results of calculations for each applicable performance measure for the MPO planning area, and the county or counties included in the MPO planning area. FDOT and the MPOAC agree to use the National Performance Management Research Data Set as the source of travel time data and the defined reporting segments of the Interstate System and non-Interstate National Highway System for the purposes of calculating the travel time-based measures specified in 23 CFR 490.507, 490.607, and 490.707, as applicable.

b) Each MPO will share with FDOT any locally generated data that pertains to the federally required performance measures, if applicable, such as any supplemental data the MPO uses to develop its own targets for any measure.

c) Each provider of public transportation is responsible for collecting performance data in the MPO planning area for the transit asset management measures as specified in 49 CFR 625.43 and the public transportation safety measures as specified in the National Public Transportation Safety Plan. The providers of public transportation will provide to FDOT and the appropriate MPO(s) the transit performance data used to support these measures.

2. Selection of performance targets:

FDOT, the MPOs, and providers of public transportation will select their respective performance targets in coordination with one another. Selecting targets generally refers to the processes used to identify, evaluate, and make decisions about potential targets prior to action to formally establish the targets. Coordination will include as many of the following opportunities as deemed appropriate for each measure: in-person meetings, webinars, conferences and calls, and email/written communication. Coordination will include timely

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1 When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, FDOT will collect and provide data for the Florida portion of the planning area.

2 If any Florida urbanized area becomes nonattainment for the National Ambient Air Quality Standards, FDOT also will provide appropriate data at the urbanized area level for the specific urbanized area that is designated.
sharing of information on proposed targets and opportunities to provide comment prior to establishing final comments for each measure.

The primary forum for coordination between FDOT and the MPOs on selecting performance targets and related policy issues is the regular meetings of the MPOAC. The primary forum for coordination between MPOs and providers of public transportation on selecting transit performance targets is the TIP development process.

Once targets are selected, each agency will take action to formally establish the targets in its area of responsibility.

a) FDOT will select and establish a statewide target for each applicable federally required performance measure.

i. To the maximum extent practicable, FDOT will share proposed statewide targets at the MPOAC meeting scheduled in the calendar quarter prior to the dates required for establishing the target under federal rule. FDOT will work through the MPOAC to provide email communication on the proposed targets to the MPOs not in attendance at this meeting. The MPOAC as a whole, and individual MPOs as appropriate, will provide comments to FDOT on the proposed statewide targets within sixty (60) days of the MPOAC meeting. FDOT will provide an update to the MPOAC at its subsequent meeting on the final proposed targets, how the comments received from the MPOAC and any individual MPOs were considered, and the anticipated date when FDOT will establish final targets.

ii. FDOT will provide written notice to the MPOAC and individual MPOs within two (2) business days of when FDOT establishes final targets. This notice will provide the relevant targets and the date FDOT established the targets, which will begin the 180-day time-period during which each MPO must establish the corresponding performance targets for its planning area.

b) Each MPO will select and establish a target for each applicable federally required performance measure. To the extent practicable, MPOs will propose, seek comment on, and establish their targets through existing processes such as the annual TIP update. For each performance measure, an MPO will have the option of either:

i. Choosing to support the statewide target established by FDOT, and providing documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) to FDOT that the MPO agrees to plan and program projects so that they contribute toward the accomplishments of FDOT’s statewide targets for that performance measure.

ii. Choosing to establish its own target, using a quantifiable methodology for its MPO planning area. If the MPO chooses to establish its own target, the MPO will coordinate with FDOT and, as applicable, providers of public transportation regarding the approach used to develop the target and the proposed target prior to

---

3 When an MPO planning area covers portions of more than one state, as in the case of the Florida-Alabama TPO, that MPO will be responsible for coordinating with each state DOT in setting and reporting targets and associated data.
establishment of a final target. The MPO will provide FDOT and, as applicable, providers of public transportation, documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date when the targets were established.

c) The providers of public transportation in MPO planning areas will select and establish performance targets annually to meet the federal performance management requirements for transit asset management and transit safety under 49 U.S.C. 5326(c) and 49 U.S.C. 5329(d).

i. The Tier I providers of public transportation will establish performance targets to meet the federal performance management requirements for transit asset management. Each Tier I provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date when the targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier I provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

ii. FDOT is the sponsor of a Group Transit Asset Management plan for subrecipients of Section 5311 and 5310 grant funds. The Tier II providers of public transportation may choose to participate in FDOT’s group plan or to establish their own targets. FDOT will notify MPOs and those participating Tier II providers following establishment of transit-related targets. Each Tier II provider will provide written notice to the appropriate MPO and FDOT when it establishes targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit-related performance targets. MPOs may choose to update their targets when the Tier II provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

iii. FDOT will draft and certify a Public Transportation Agency Safety Plan for any small public transportation providers (defined as those who are recipients or subrecipients of federal financial assistance under 49 U.S.C. 5307, have one hundred (100) or fewer vehicles in peak revenue service, and do not operate a rail fixed guideway public transportation system). FDOT will coordinate with small public transportation providers on selecting statewide public transportation safety performance targets, with the exception of any small operator that notifies FDOT that it will draft its own plan.

iv. All other public transportation service providers that receive funding under 49 U.S. Code Chapter 53 (excluding sole recipients of sections 5310 and/or 5311 funds) will provide written notice to the appropriate MPO and FDOT when they establish public transportation safety performance targets. This notice will provide the final targets and the date the final targets were established, which will begin the 180-day period within which the MPO must establish its transit safety
performance targets. MPOs may choose to update their targets when the provider(s) updates theirs, or when the MPO amends its long-range transportation plan by extending the horizon year in accordance with 23 CFR 450.324(c).

v. If the MPO chooses to support the asset management and safety targets established by the provider of public transportation, the MPO will provide to FDOT and the provider of public transportation documentation that the MPO agrees to plan and program MPO projects so that they contribute toward achievement of the statewide or public transportation provider targets. If the MPO chooses to establish its own targets, the MPO will develop the target in coordination with FDOT and the providers of public transportation. The MPO will provide FDOT and the providers of public transportation documentation (typically in the form of meeting minutes, a letter, a resolution, or incorporation in a document such as the TIP) that includes the final targets and the date the final targets were established. In cases where two or more providers operate in an MPO planning area and establish different targets for a given measure, the MPO has the options of coordinating with the providers to establish a single target for the MPO planning area, or establishing a set of targets for the MPO planning area.

3. Reporting performance targets:

   a) Reporting targets generally refers to the process used to report targets, progress achieved in meeting targets, and the linkage between targets and decision making processes. FDOT will report its final statewide performance targets to the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) as mandated by the federal requirements.

   i. FDOT will include in future updates or amendments of the statewide long-range transportation plan a description of all applicable performance measures and targets and a system performance report, including progress achieved in meeting the performance targets, in accordance with 23 CFR 450.216(f).

   ii. FDOT will include in future updates or amendments of the statewide transportation improvement program a discussion of the anticipated effect of the program toward achieving the state’s performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.218(q).

   iii. FDOT will report targets and performance data for each applicable highway performance measure to FHWA, in accordance with the reporting timelines and requirements established by 23 CFR 490; and for each applicable public transit measure to FTA, in accordance with the reporting timelines and requirements established by 49 CFR 625 and 40 CFR 673.

   b) Each MPO will report its final performance targets as mandated by federal requirements to FDOT. To the extent practicable, MPOs will report final targets through the TIP update or other existing documents.

   i. Each MPO will include in future updates or amendments of its metropolitan long-range transportation plan a description of all applicable performance measures
and targets and a system performance report, including progress achieved by the MPO in meeting the performance targets, in accordance with 23 CFR 450.324O(3-4).

ii. Each MPO will include in future updates or amendments of its TIP a discussion of the anticipated effect of the TIP toward achieving the applicable performance targets, linking investment priorities to those performance targets, in accordance with 23 CFR 450.326(d).

iii. Each MPO will report target-related status information to FDOT upon request to support FDOT’s reporting requirements to FHWA.

c) Providers of public transportation in MPO planning areas will report all established transit asset management targets to the FTA National Transit Database (NTD) consistent with FTA’s deadlines based upon the provider’s fiscal year and in accordance with 49 CFR Parts 625 and 630, and 49 CFR Part 673.

4. Reporting performance to be used in tracking progress toward attainment of performance targets for the MPO planning area:

a) FDOT will report to FHWA or FTA as designated, and share with each MPO and provider of public transportation, transportation performance for the state showing the progress being made towards attainment of each target established by FDOT, in a format to be mutually agreed upon by FDOT and the MPOAC.

b) If an MPO establishes its own targets, the MPO will report to FDOT on an annual basis transportation performance for the MPO area showing the progress being made towards attainment of each target established by the MPO, in a format to be mutually agreed upon by FDOT and the MPOAC. To the extent practicable, MPOs will report progress through existing processes including, but not limited to, the annual TIP update.

c) Each provider of public transportation will report transit performance annually to the MPO(s) covering the provider’s service area, showing the progress made toward attainment of each target established by the provider.

5. Collection of data for the State asset management plans for the National Highway System (NHS):

a) FDOT will be responsible for collecting bridge and pavement condition data for the State asset management plan for the NHS. This includes NHS roads that are not on the State highway system but instead are under the ownership of local jurisdictions, if such roads exist.

For more information, contact:

Mark Reichert, Administrator for Metropolitan Planning, Office of Policy Planning, Florida Department of Transportation, 850-414-4901, mark.reichert@dot.state.fl.us

Carl Mikyska, Executive Director, MPOAC, 850-414-4062, carl.mikyska@mpoac.org
Transportation Alternatives (TA) Set-Aside Program Application Review Workshop

The Bay County Transportation Planning Organization is hosting a workshop to review TA applications and preliminary scoring based on the project scoring criteria. Applicants will have the opportunity to review and provide input on scores and reach consensus on ranking.

- **Tuesday, January 7, 2020**
- **12:30 p.m.**
- **Panama City Hall, Room 008**
  501 Harrison Ave, Panama City, FL 32401

For questions or concerns, please contact Caitlin Cerame, 850-332-7976, ext. 203 or caitlin.cerame@ecrc.org.

The Bay County TPO is staffed by the Emerald Coast Regional Council (ECRC), a multi-purpose regional entity providing professional planning, coordinating, and advisory services to local governments, state and federal agencies, and the public to preserve and enhance quality of life in northwest Florida. Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact Brittany Ellers at 850-332-7976, ext. 220 or TTY 711 at least two days prior to the meeting.
The MPOAC supports State Legislation that:

- Expands transportation revenue sources and stabilizes transportation funding levels.
- Establishes a predictable funding level of $250 million per year for the Transportation Regional Incentive Program.
- Allows Strategic Intermodal System (SIS) funds to be used on roads, transit, and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.
- Establishes flexible and predictable funding for transit projects (capital and operating) identified through the metropolitan transportation planning process by removing various funding limitations for the State Transportation Trust Fund.
- Recognizes that federal metropolitan transportation planning funds shall not be regarded as state funds for purposes of expenditure.
- Supports the advancement of innovative transportation mobility solutions and policies that promote creative approaches to addressing transportation needs, while simultaneously protecting citizens from malicious tampering with such technologies by making tampering a punishable offense.
- Regulates distracted driving by prohibiting the handheld use of electronic wireless communication devices and other similar distracting devices while operating a motor vehicle on any roadway.
PRIORITY POLICY POSITIONS

The MPOAC Supports State Legislation that:

1. Expands transportation revenue sources and stabilizes transportation funding levels.

   **Key Recommendations:**
   - Expand the Charter County and Regional Transportation System Surtax to allow municipalities over 150,000 in population (or the largest municipality in a county) and all counties located in MPO areas to enact up to a one cent local option surtax by referendum.
   - Index local option fuel taxes to the consumer price index in a manner similar to the current indexing of state fuel taxes.
   - Identify potential revenue replacement sources for the current motor fuels tax which is no longer able to fully support the current or future needs of the transportation system.
   - Charge alternatively fueled vehicles a fee equal to the fuel tax paid by gasoline or diesel fueled vehicles.
   - Use the existing MPO and local planning processes to select individual transportation projects rather than project specific legislative appropriations (commonly referred to as earmarks) and ensure that all such earmarks come from non-transportation funding sources (i.e., general revenue funds).

2. Establishes a predictable funding level of $250 million per year for the Transportation Regional Incentive Program (TRIP).

![Transportation Regional Incentive Program (TRIP) Funding](image)

3. Allows Strategic Intermodal System (SIS) funds to be used on roads, transit, and other transportation facilities not designated on the SIS if the improvement will enhance mobility or support freight transportation on the SIS.

   Current state law does not permit SIS funds to be spent on roads, transit, or other transportation facilities that are not part of the SIS, even if proposed improvements would directly benefit users of SIS facilities by enhancing mobility options or supporting freight movement in a SIS corridor. The newly created Federal Transportation Performance Measures (TPM) apply to more than just the Strategic Intermodal System. It is appropriate to direct SIS funding to transit and roadway projects that relieve the SIS and are part of the TPM system.
MPOs in carrying out the urbanized area transportation planning process by serving as the principal forum for collective policy discussion. Individual MPOs in the cooperative transportation planning process.

The Advisory Committee consisting of the staff directors from each of the MPOs. The MPOAC annually prepares legislative policy positions of MPOs (AMPO) and the National Association of Regional Councils (NARC) in Washington DC and works with other stakeholders.

**ADDITIONAL POLICY POSITIONS**

**The MPOAC Supports State Legislation that:**

4. Establishes flexible and predictable funding for transit projects (capital and operating) identified through the metropolitan transportation planning process by removing various funding limitations for the State Transportation Trust Fund (STTF).

   Current state law limits the amount of funding that can be made available from the STTF for transit projects for both capital and operating expenses. These limitations, which are not in place for roadway funding, makes transit funding from the STTF less predictable for the purposes of planning and project implementation and artificially limits the ability of MPOs to implement priority transit projects. This proposal recognizes the critical role transit plays in moving people and goods within and between Florida's metropolitan areas by removing the distinction between transit and highway projects for the purpose of spending funds from the STTF.

5. Recognizes that federal metropolitan transportation planning funds shall not be regarded as state funds for purposes of expenditure.

   The United States Department of Transportation (USDOT) provides funding to metropolitan planning organizations (MPOs) to carry out their federally required duties. Those federal funds are given to states who in turn distribute them to MPOs based upon a formula agreed upon by the Florida Department of Transportation (FDOT) and the Florida MPOs and then approved by the Federal Highway Administration (FHWA). The Florida Department of Financial Services (DFS) has determined that the expenditure of federal funds by MPOs shall be subject to all state requirements, laws and regulations even where such laws conflict with federal laws, regulations and requirements. This limits the ability of the Florida MPOs to use federal funds for their intended purpose and impinges on their ability to carry out their responsibilities as outlined in federal rule. This proposal would clarify that federal monies passed through the State of Florida to MPOs and the Florida MPO Advisory Council (MPOAC) shall not be regarded as state funds for purposes of expenditure.

6. Supports the advancement of innovative transportation mobility solutions and policies that promote creative approaches to addressing transportation needs, while simultaneously protecting citizens from malicious tampering with such technologies by making tampering a punishable offense.

   Transportation technologies have undergone a revolutionary leap forward over the past several years. A variety of transportation technologies are under development including autonomous vehicles and the hyperloop. It is the responsibility of the Florida legislature to ensure that state laws and funding mechanisms support the development and implementation of these technological advances in the way people and freight will move in and between our metropolitan areas. At the same time, it is incumbent upon the Florida legislature to ensure that the health and welfare of Florida’s citizens and visitors are protected from possible harm presented by these new technologies, including the malicious and intentional interference of the proper functioning of transportation vehicles and systems. This proposal supports legislative efforts to implement innovative mobility solutions and polices while protecting the health and welfare of Florida’s citizens and visitors.

7. Regulates distracted driving by prohibiting the handheld use of electronic wireless communication devices and other similar distracting devices while operating a motor vehicle on any roadway.

   The 2018 Florida legislature enacted the "Wireless Communications While Driving" law that makes texting while driving a primary offense. One of the expressed concerns of opponents of this law is the potential of racial profiling during enforcement. This legislative proposal would increase roadway safety by prohibiting the handheld use of electronic wireless devices for any purpose, making enforcement easier and reducing the potential for racial profiling.
Florida Metropolitan Planning Organization Advisory Council

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Carl Mikyska, MPOAC Executive Director
Below are the 2020 scheduled meeting dates for the Bay County Transportation Planning Organization Board and Committees. More information will be released as soon as it is available.

Meeting schedule details are subject to change. For updates and agendas, please visit ecrc.org.

For more information please contact Cameron Smith, at 800-226-8914 ext. 207 or email cameron.smith@ecrc.org.

Bay County Transportation Planning Organization

Board and Committees meet at the following times:

**Bay TPO:**
- **February 5:** 1:30 p.m.
- **April 22:** 3:30 p.m.
- **August 26:** 11:00 a.m.
- **September 23:** 11:00 a.m.
- **December 2:** 11:00 a.m.

**TPO Meeting Time**
- **February 5:** 11:00 a.m.
- **August 26:** 11:00 a.m.
- **September 23:** 11:00 a.m.
- **December 2:** 11:00 a.m.

**TCC Meeting Time**
- **April 22:** 11:00 a.m.
- **September 23:** 11:00 a.m.

**CAC Meeting Time**
- **June 24:** 3:30 p.m.

**Location TBD**
- **February 5:** Panama City Hall, Room 010
- **April 22:** 501 Harrison Avenue, Panama City, Florida
- **September 23:** Location TBD
- **December 2:** Location TBD

Bay TPO

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