MEETING OF THE TRANSPORTATION PLANNING ORGANIZATION

Wednesday, June 26, 2019 - 3:30 p.m.
Bay County Government Center, 840 W. 11th Street, Panama City, FL 32401

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

2. SPECIAL PRESENTATION - Presentation to recognize FDOT, ECRC, Other Transit Agencies, and First Transit’s Supervisors, Drivers, and Maintenance Staff – Ms. Angela Bradley

3. 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.

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

PLANNING

5. PLANNING CONSENT AGENDA:
   1) ALL COMMITTEES - Approval of the April 2019 Meeting Minutes
   2) TPO ONLY – Consideration of Resolution BAY 19-07 to Authorize Filing of the Transportation Disadvantaged Trust Fund Planning Grant Agreement with the Commission for Transportation Disadvantaged – Mr. Howard Vanselow, ECRC Staff
   3) TPO ONLY – Consideration of the Membership Certification for the Bay County Certification for the Bay County Transportation Disadvantaged Coordinating Board – Mr. Howard Vanselow, ECRC Staff
   4) TPO AND CAC ONLY – Consideration of Citizens’ Advisory Committee (CAC) Application from Mr. Robert Waddell – Mr. Cameron Smith, ECRC Staff
   5) TPO ONLY (See Enclosure E) – Election of Technical Coordinating Committee (TCC) and Citizens Advisory Committee (CAC) Chair and Vice Chair for Fiscal Year (FY)2020 (July 1, 2019 through June 30, 2020)
6. **PLANNING ACTION ITEMS:**

   **A. ENCLOSURE A - ALL COMMITTEES – TPO ROLL CALL VOTE AND PUBLIC HEARING**
   
   **REQUIRED:** Consideration of Resolution BAY 19-06 to adopt Bay TPO FY 2020-2024 Transportation Improvement Program (TIP) and authorize TPO to administratively amend the FY 2020-2024 TIP to include the projects in FDOT’s Variance Report – Mr. Gary Kramer, ECRC Staff

   **B. ENCLOSURE B - ALL COMMITTEES – TPO ROLL CALL VOTE AND PUBLIC HEARING**
   
   **REQUIRED:** Consideration of Resolution Bay 19-05 to Amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects – Mr. Gary Kramer, ECRC Staff

   **C. ENCLOSURE C - ALL COMMITTEES:** Consideration of Resolution BAY 19-08 Approving the Scope of Work for the Regional Rural Transportation Plan – Mr. Cory Wilkinson, AICP, CEP, HDR

   **D. ENCLOSURE D - ALL COMMITTEES:** Consideration of Transportation Alternatives (TA) Program Management Task Order and review of TA Scoring Criteria – Ms. Caitlin Cerame, AICP, ECRC Staff

   **E. ENCLOSURE E - ALL COMMITTEES – Election of Technical Coordinating Committee (TCC) and Citizens Advisory Committee (CAC) Chair and Vice Chair for Fiscal Year (FY) 2020 (July 1, 2019 through June 30, 2020) PLEASE NOTE: TCC and CAC NOMINATING COMMITTEES ARE TO MEET 15 MINUTES PRIOR TO REGULAR MEETING TIME – Mr. Cameron Smith, ECRC Staff

   **F. ENCLOSURE F - TPO ONLY:** Consideration of Appointing an Alternate Member to the Bay Town Trolley Advertising Subcommittee – Ms. Tiffany Bates, ECRC Staff

7. **FDOT UPDATE** – Mr. Bryant Paulk, AICP, FDOT Urban Liaison or Ms. Donna Green, FDOT

8. **PLANNING PRESENTATIONS** (no action):

   **G. ENCLOSURE G - ALL COMMITTEES:** Review of Draft Bay County TPO FY 2021-2025 Project Priorities – Mr. Gary Kramer, ECRC Staff

   **H. ENCLOSURE H - ALL COMMITTEES:** Review of the Draft Bay County TPO 2045 Long Range Transportation Plan Scope of Services - Mr. Gary Kramer, ECRC Staff

   **I. ENCLOSURE I - ALL COMMITTEES:** Review of the Draft Bay County Transportation Planning Organization (TPO) Public Participation Plan (PPP) Major Update – Ms. Brittany Ellers, ECRC Staff

9. **EMERALD COAST REGIONAL COUNCIL CHIEF EXECUTIVE OFFICER’S BRIEF – TPO ONLY** – Mr. Austin Mount, ECRC CEO

10. **PLANNING INFORMATION PACKAGE** (no presentation necessary)

   **J. ENCLOSURE J - ALL COMMITTEES**
   
   - TCC and CAC April 2019 Meeting Minutes
   - Bay April 2019 Actions Report
   - Bay County TPO Subcommittee Minutes April 2019
   - Bay County TPO 2019 Schedule
TRANSIT

11. TRANSIT ACTION ITEMS:
   K. ENCLOSURE K- Consideration to allow the Florida Department of Environmental Protection to access TPO property to conduct review and testing - Ms. Angela Bradley, Bay County Staff

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

13. TRANSIT INFORMATION PACKAGE (no presentations necessary):
   L. ENCLOSURE L– ALL COMMITTEES:
      • Transit Bay Town Trolley (BTT)/Bay Area Transit (BAT) Revenue & Ridership Report

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

OTHER BUSINESS- The next Bay TPO meeting will be Wednesday, July 24, 2019 at the Bay County Government Center located at 840 West 11th Street, 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.

15. ADJOURNMENT

     Stay up to date with TPO events and activities on Facebook: [www.Facebook.com/EmeraldCoastRegionalCouncil](http://www.Facebook.com/EmeraldCoastRegionalCouncil) or by subscribing to the Bay TPO Interested Parties list: [http://eepurl.com/dqlsyH](http://eepurl.com/dqlsyH)

     Questions? Email Cameron Smith, TPO Coordinator, at [cameron.smith@ecrc.org](mailto: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 distinción 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 sea inglés. Notifique a la Sr. Dan Deanda ([dan.deanda@ecrc.org](mailto:dan.deanda@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 April 2019 Meeting Minutes

2) **TPO ONLY**: Consideration of Resolution BAY 19-07 to Authorize Filing of the Transportation Disadvantaged Trust Fund Planning Grant Agreement with the Commission for Transportation Disadvantaged

3) **TPO ONLY**: Consideration of the Membership Certification for the Bay County Transportation Disadvantaged Coordinating Boards

4) **TPO AND CAC ONLY**: Consideration of Citizens’ Advisory Committee (CAC) Application from Mr. Robert Waddell

5) **TPO ONLY (SEE ENCLOSURE E)**: Election of Technical Coordinating Committee (TCC) and Citizens Advisory Committee Chair and Vice Chair for Fiscal Year (FY) 2020 (July 1, 2019 through June 30, 2020)

PLEASE NOTE: TCC AND CAC NOMINATING COMMITTEE IS TO MEET 15 MINUTES PRIOR TO REGULAR MEETING TIME
CONSENT AGENDA

ITEM #1

TPO APRIL MINUTES
Members Attending:
Mayor Pamn Henderson, Chairperson City of Callaway
Commissioner David Griggs City of Callaway
Commissioner Mike Nichols City of Panama City
Councilman Geoff McConnell City of Panama City Beach
Councilman Ken Jones City of Parker
Commissioner Robert Carroll Bay County
Commissioner William Dozier Bay County

Members Not Attending:
Mayor Margo Anderson City of Lynn Haven
Commissioner Kenneth Brown City of Panama City
Councilman Jerry Wallace 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
Councilman Hector Solis City of Panama City Beach
Commissioner Topeka Humphries City of Springfield
Commissioner Keith Baker Bay County
Commissioner Philip Griffitts Bay County
Commissioner Tommy Hamm Bay County

Others Attending:
Angela Bradley Bay Town Trolley
David Haight Atkins
Bryant Paulk FDOT
Donna Green FDOT
Gene Keen Bay Town Trolley
Wayne Waters BCC Engineering
Sandy Culbreth Bay Town Trolley
Vanessa Phillips Bay Town Trolley
Lynn Cherry CDCS
Cory Wilkinson HDR
Commissioner Rodney Friend City of Lynn Haven
W. C. Henry Burke & Blue
Austin Mount ECRC Executive Director
Mary Beth Washnock ECRC Transportation Manager
Tiffany Bates ECRC Staff
Gary Kramer ECRC Staff
Jill Lavender ECRC Staff
1. **CALL TO ORDER/PLEDGE/INVOCATION**
   Chairperson Henderson called the meeting to order.

   Chairperson Henderson stated that Mr. Joe Pollock, who was the General Manager for First Transit for Bay Town Trolley and the Bay Area Transport had passed away. She offered condolences to his family.

   Mr. Keen led the invocation. Councilman McConnell led the pledge.

   Chairperson Henderson asked Commissioner Friend to come before the board. A plaque was presented to Commissioner Friend for his outstanding leadership. Chairperson Henderson said he served as the chairman to the board, and was the MPO representative for several years, and served on subcommittees. She thanked Commissioner Friend for his service to the TPO.

   Ms. Bradley presented a Bay Town Trolley stop sign to Commissioner Friend. She stated he provided support to the system. She also thanked him for serving on the subcommittee.

   Commissioner Friend said he enjoyed serving on the TPO. He expressed that public transportation is a vital of the community. He said he and other individuals are forming a non-profit 501C3 that will be called Friends of Bay County Trails.

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

   **Commissioner Nichols moved to approve the agenda. Councilman McConnel 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. **CONSENT AGENDA**
   A. Approval of the February 2019 Meeting Minutes

   **Councilman McConnel moved to approve the consent agenda February 2019 meeting minutes, Commissioner Nichols seconded the motion and it was unanimously approved.**

5. **PLANNING ACTION ITEMS**
A. Request to Proceed with the Process to Amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects:

Mr. Kramer said the Long Range Plan is updated every five years and must maintain a 20-year planning horizon. The 2040 Long Range Plan was adopted in June 2016. The 2045 Long Range Plan needs to be adopted by June 2021.

Mr. Kramer stated that there are three important elements in the Long Range Plan: Goals and Objectives, the Needs Plan and the Cost Feasible Plan. The Long Range Plan can be amended at any time. The 2040 Long Range Plan has been amended twice. This amendment represents the third amendment. There are 13 projects in the amendment request. He reviewed the projects and their funding sources.

Amendment 1 – US 231 from US 98 to 23rd Street – This amendment is in the SIS Cost Feasible Plan. The request is to update the project costs and will update the Needs and the Cost Feasible Plan. The request is from FDOT and is on the SIS Cost Feasible Plan.

Amendment 2 – SR 77 six laning from US 98 to 23rd Street.

Amendment 3 – US 231 from 23rd Street to Pipeline Road – Requested by FDOT, funded by SIS funds. Amendment for the Needs and the Cost Feasible Plan.

Amendment 4 – Transmitter Road from “C” Street to Brooke Street – Requested by FDOT. The project is for four laning from “C” Street to Brooke Street. Requested by FDOT.

Amendment 5 – US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street. This project will be funded by SIS funds. Requested by FDOT.

(7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard -The first one is from Mandy Lane to Nautilus Street. The amendment updates the project costs and moves the project from the non-SIS to SIS. Requested by FDOT.

(8) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard to Hathaway Bridge – This amendment moves the project from the non-SIS to the SIS. Requested by FDOT and updates the Costs and the Needs and the Cost Feasible Plan.

(9) East Avenue from Port Entrance to SR 30 (US 98B) – The amendment updates the costs for the Needs and the Cost Feasible Plan. Requested by FDOT. Funded with SIS funds.

(10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue) – This amendment will add the project to the Needs and the Cost Feasible Plans. It will add to the Cost Feasible Plan for PD&E design and right-of-way.
(11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79 – The amendment updates the project costs in the Needs Plan; it is partially funded in the Cost Feasible Plan with non-SIS funds.

(12) Jenks Avenue from Baldwin Road to SR 390; and adds the project to the Cost Feasible Plan that is currently in the Needs Plan. It is funded with the local options sales tax and the Transportation Regionally Incentive Grant Program (TRIP).

(13) New Connector Road from CR 2321/SR 390 to Titus Road – Funded with the local option sales tax. Requested by Bay County. The amendment updates the project costs as identified for both the Needs and the Cost Feasible Plans. It is currently in neither one of the plans.

Mr. Kramer said there will be two public workshops held in May 2019.

**Commissioner Dozier moved to authorize the TPO chairman to approve amending Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects. Commissioner Carroll seconded the motion and it was unanimously approved.**

B. Consideration of Resolution BAY 19-03 Adopting the FY 2019-FY 2020 Unified Planning Work Program (UPWP) Year 2 (FY 2020) Amendments, Authorizing the TPO Chairman to Sign the Certifications and Assurances and Authorizing TPO Staff to Apply for and Execute a Federal Transit Administration FTA Section 5305 Grants for Use

Ms. Washnock stated that this is the second year of the two-year work program and budget for the TPO. It includes the work done for the Long Range Transportation Plan, the TIP, and project priorities. She said comments were received from FDOT which were answered.

Ms. Washnock explained changes that were made for the second year. The changes are in Task C.4 which is the multi modal task. The Transportation Alternative Program, a state funding source, is for alternative transportation such as sidewalks. Workshops are being added to the process and a consultant will be involved in developing the criteria for the funding source.

Ms. Washnock said a column is being added in Task C.4 for the public transportation funds 5307. This is a different FTA funding grant source.

**Commissioner Nichols moved to authorize the TPO chairman to sign Resolution BAY 19-03 adopting the FY 2020 UPWP Year 2 (FY 2020) amendments, authorizing the TPO chairman to sign the Certifications and Assurances, and authorizing TPO staff to apply for and execute a Federal Transit Administration FTA Section 5305 Grants for Use. Commissioner Dozier seconded the motion and it was unanimously approved.**

C. Appointment of Nominating Committee for the Election of Bay County Transportation Planning Organization (TPO and Advisory Committee Chairman and Vice-Chairman for Fiscal Year (FY) 2020
Ms. Bates said three members of the board were being requested to volunteer to attend a meeting in June to discuss leadership for the new fiscal year, as well as one alternate.

Chairperson Henderson said it had been an honor to serve as the chairperson for the past year. She said she would be willing to serve another year and that great progress was made in the past year. She said they need to get the maintenance building, the First Transit building, repairs done. Also, the other building needs to be renovated to allow staff to move into the building.

It was noted that Commissioner Carroll is the present vice chairman.

**Commissioner Nichols moved to appoint Mayor Henderson as the chair and Commissioner Carroll as the vice chairman for FY 2020. Commissioner Dozier seconded the motion and it was unanimously approved.**

Commissioner Dozier stated that a nominating committee would not be needed.

D. Consideration of Appointing a Primary Member to the Bay, Gulf, Holmes, Washington Regional Transportation Partnership (BGHW RTP)

Ms. Bates said the BGHW RTP meets approximately once or twice a year to review TRIP applications that are submitted by local municipalities. There needed to be an additional representative from the board. The next BGHW RTP meeting will be held May 9, 2019.

Commissioner Dozier said he would remain on the BGHW RTP board and one more member was needed.

Councilman McConnell volunteered to serve on the BGHW RTP board. Commissioner Griggs also volunteered to serve. Councilman McConnell withdrew his name.

**Commissioner Nichols moved to appoint Commissioner David Griggs as a primary member to the BGHW RTP. Commissioner Carroll seconded the motion and it was unanimously approved.**

E. Consideration of Appointing a Member to the Bay Town Trolley Advertising Subcommittee

Ms. Bates said the committee was initiated in May 2017 to predominantly start the process for advertising, and they meet for other issues occasionally. The current members are Mayor Henderson, Councilman Solis, and Commissioner Hamm. Commissioner Nichols serves as the alternate. An additional member was needed for the board.

Commissioner Nichols said he would fill the new primary position and no longer be the alternate. Ms. Bates said they would also need an alternate. It was decided to select an alternate at the meeting in June 2019.

**Commissioner Dozier moved to approve appointing Commissioner Mike Nichols as a**
primary member to the Bay Trolley Advertising Subcommittee. Councilman McConnell seconded the motion and it was unanimously approved.

F. Appointment of a Bay County TPO Primary Member to Serve on the Metropolitan Planning Organization Advisory Council (MPOAC) for Calendar Year 2019.

Ms. Washnock said Commissioner Friend will no longer serve on the MPOAC. Commissioner Dozier said that he is the alternate and would be willing to be the primary member.

**Commissioner McConnell moved to approve appointment of Commissioner Dozier to serve as a Bay County TPO primary member on the MPOAC. Commissioner Carroll seconded the motion and it was unanimously approved.**

Chairperson Henderson asked for volunteers to serve as the alternate. Council McConnell volunteered to serve as the alternate.

**Commissioner Dozier moved to approve appointment of Commissioner McConnell to serve as a Bay County TPO alternate member on the MPOAC. Commissioner Griggs seconded the motion and it was unanimously approved.**

Commissioner Dozier said he would attend the meeting for the MPOAC on April 28, 2019.

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

Mr. Paulk said there were changes to the FDOT Strategic Intermodal System (SIS). He said they added SR 390 from SR 77 to US 231 to the SIS which provides potential funding for the multi-laning of the facility.

Mr. Paulk said concerning the Thomas Drive flyover, with the TPO starting the project priorities process at the next meeting, the flyover can be incorporated in the priority rankings. He said the board could also send an informative resolution or vote to the District expressing their concern or support for further considering the Thomas Drive flyover Phase II.

Mr. Paulk said FDOT has tentatively scheduled the West Bay Pkwy. PD&E public hearing. The segment is from US 98 in Walton County to SR 79 in Bay County. The public hearing is tentatively scheduled July 9, 2019.

7. **PLANNING PRESENTATIONS (no action):**

1. Review of Draft Bay County TPO FY 2020-2024 Transportation Improvement Program (TIP)

Mr. Kramer said the TIP is the end product of the cycle which began with the TPO approving the FY 2024 Project Priorities in September 2018, and FDOT presenting the FY 2024 Tentative Work Program in December 2018. The due date for comments is May 10, 2019 and the comments may be emailed to Mr. Kramer. The item will be presented for action June 2019.
2. **Overview of the Bay County TPO FY2022-2025 Project Priorities Process and Schedule**

   Mr. Kramer said that in May 2019 there will be two public outreach events, and a public workshop. There will also be a workshop with the TPO, TCC, and CAC in May 2019. The item will be presented for review at the June 2019 meeting. There will be another TPO, TCC, and CAC workshop in July 2019 and it will be an action at the July 2019 meeting. The project priorities are due to FDOT by August 1, 2019. When the dates and locations of the outreach events and public workshops are identified the members will be informed.

3. **Fifth Annual Emerald Coast Transportation Symposium Update**

   Ms. Washnock said the symposium was held in February 2019. Ms. Bates said the symposium was held in Navarre FL on February 25th and 26th. There were two keynote speakers: the new FDOT Secretary, Mr. Kevin Tebow and ALDOT Director, Mr. John Cooper.

   Also, there were two other keynote speakers: Ms. Veronica O’Davis, the founder and co-owner of Inspired Green. She shared current trends in overcoming transportation challenges from a national perspective. Former congressman, Mr. John Mica attended the symposium. He was a member of the US House of Representatives and was the chairman for the Committee for Transportation. Mr. Mica explained how the process works from a national level.

   Ms. Bates said there were breakout sessions at the symposium. There were panels on REMI, complete streets, bicycle pedestrian user perspective, technology and tourism, transportation funding, and environmental protection.

   There was a breakout session on Hurricane Michael and recovery of the hurricane and various other speakers.

   Ms. Bates said the inaugural 2019 Emerald Award was presented at the symposium. The award was given to Bay Town Trolley. Despite to damage Bay Town Trolley sustained from Hurricane Michael, the leadership and staff of Bay Town Trolley responded with continual support at the Emergency Operations Center. They assisted citizens in need of medical care and evacuation.

8. **EMERALD COAST REGIONAL COUNCIL EXECUTIVE DIRECTOR’S BRIEF**

   Mr. Mount said the next Annual Emerald Coast Transportation Symposium for 2020 will consider how all aspects of a community tie into transportation.

   Mr. Mount said they are starting the priorities process and the week prior they met with FDOT in Chipley FL. Several staff members of FDOT provided input on the priorities. The priorities were considered from the standpoints of engineering and funding. In years past, if a project was funded the rest of the priorities moved up on the list. He said with ongoing developments they wanted to ensure the priorities are still accurate. The local communities will be addressed in
regard to priorities.

Mr. Mount said in regards to the MPOAC, that he had reached out to Mr. Carl Mikyska, the executive director, regarding MPOAC Institute opportunities. He said there are numerous board members in the Florida Panhandle supporting MPOAC. Mr. Mikyska suggested an MPOAC training be held in the Panhandle region and Mr. Mount was in agreement. Details will be forwarded at a future date.

Mr. Mount expected there will be an announcement of an event at the Panama City Port. He encouraged board members to participate in the event. Mr. Mount said they had an application in with the federal government to help build a dome warehouse.

9. PLANNING INFORMATION ITEMS:

Included in the agenda package were the following:

- TCC and CAC February 2019 Meeting Minutes
- Bay February 2019 Actions Report
- LRTP Modification Letter
- FDOT Changes to the Adopted Work Program for FY 2020-2023
- Quarterly Air Quality Report
- Bay County TPO 2019 Meeting Schedule

TRANSIT

10. TRANSIT ACTION ITEMS

Consideration to Surplus Transit Vehicles SO801 (2008 GMC 3500HD), 1301 (2013 Champion Challenger) and 1304 (2013 Champion Defender)

Ms. Bradley said all the vehicles meet the Federal Transit Administration guidelines to surplus the vehicles. She said the vehicles will be put on public auction.

Commissioner Nichols moved to surplus the three transit vehicles. Councilman McConnell seconded the motion and the motion passed unanimously.

11. TRANSIT UPDATE

Ms. Bradley said the chair had asked that they give a FUEL Media update on their vehicle advertising. She said they have sold out the advertising on their fixed route vehicles. She said they have seven for Perry & Young, and four more for another law firm. They are sold out except for the newer vehicle which they have decided to leave out and is their new red, white, and blue trolley. They have had great community feedback on their Facebook page on the new vehicle which is called The Spirit of America. They will not wrap the new vehicle.
Ms. Bradley said for eleven vehicles, they have sold out, and they are wrapping their first four demand response vehicles. They are selling some advertising on the interior of vehicles. She said the sales and marketing team has reached out to three or four people and sent out proposals. Ms. Bradley said instead of reading the report each month she is going to ask FUEL Media to send a report advising who they reached out to, who they have under contract, and how many new contracts FUEL Media has. Ms. Bradley will add the report to the agenda items. She said the consultant, FUEL Media is working to get other advertisers.

Commissioner Nichols asked Ms. Bradley if they changed the contract terms of length of time. Ms. Bradley said they changed the contract terms for the length of time, and also they have an escalation clause. She said the first six were already under contract before it was discussed. She said length or time and the amount will increase over time. She said the second law firm’s contract expires May 2020. The other ones are through May 2023.

Commissioner Dozier said the red, white, and blue vehicle was a good idea and was glad they received positive comments.

Ms. Bradley said she and her staff just finished their rounds with FEMA, going through the buildings, every single trolley stop, and through all vehicles. She said they should start submitting their projects to FEMA. She said they are still working with their insurance company and have made progress so they can start getting the buildings put back together. She said if they have not progressed enough by June they may hire an attorney. She said she has worked with them extensively and given the amount of damage incurred, and the amount of money that they have; their consultant has said it is required to bring the buildings back up to pre-storm condition; however that does not seem possible. She said they are working with them, and her agent is working with one last call, one last information send, to push to the desk agent and field agent. Once Ms. Bradley receives all the information, in June she may ask to hire an attorney, to get what they deserve to get for those buildings and to bring them back up to pre-storm condition.

Chairperson Henderson said at the subcommittee meetings Ms. Bradley had reported that the trolley shelters were not insured; however, they are eligible for FEMA reimbursement. Ms. Bradley said that is correct. Ms. Bradley said the signs and benches are also eligible. She said they did their last field visit with them to look at all of them. Ms. Bradley said she will submit their first project that week. She said they are having problems with debris being planted in front of and on top of stops. If someone cannot get to the stops, they will be picked up as long as it is safe. She said ridership is increasing.

Chairman Dozier asked if there is any type of a revenue stream for advertising on the trolleys. Ms. Bradley said they are working on that for June 2019 to get a better revenue stream. She said they have approximately 30 demand response vehicles and wraps could be done to approximately 20 of those vehicles.

12. TRANSIT INFORMATION PACKAGE

- Transit Bay Town Trolley (BTT) Bay Area Transit (BAT) Revenue & Ridership Report
• Financial Report

13. **LEGAL UPDATE**

Mr. W. C. Henry said he has to check on whether Burke & Blue is handling insurance issues.

Mr. W. C. Henry next spoke on the Santa Inez Valley Transportation System LLC lawsuit against the TPO and what used to be the West Florida Regional Planning Council. He said there are two federal lawsuits. One lawsuit is against West Florida Regional Planning Council and one lawsuit is against the TPO and they were thrown out. He said West Florida Regional Planning Council was dismissed from the state lawsuit. That just left the TPO as a defendant. He said one summary judgement was in favor of the TPO, in order to negotiate with the other side on the attorneys fees. He said very little progress was made on that point. He said this week he and the TPO were served notices from the bankruptcy court in California that Mark and Judy Meeks, the owners of Santa Inez, had just filed Chapter 7 bankruptcy. He said Chapter 7 is an individual liquidation bankruptcy. He said they list in their other names used by Mark Meeks and Judy Meeks in the last eight years that is on the form from the bankruptcy court. He said he did not anticipate there would be any effect on the collection because of the bankruptcy. He said there is an automatic 30 day stay on everything involved.

14. **OTHER BUSINESS**

Ms. Washnock stated that the next TPO meeting will be held June 26, 2019 at the Bay County Government Center.

Chairperson Henderson said Commissioner Griggs attended the TPO training. Commissioner Griggs said he attended the Metropolitan Planning Organization Advisory Council training in Orlando in March 2019 for three days. He said the training was intense very beneficial.

15. **ADJOURNMENT**

There being no further business the meeting adjourned at 4:45 p.m.
CONSENT AGENDA ITEM #2  
TPO ONLY

SUBJECT: Consideration of Resolution BAY 19-07 to Authorize Filing of the Transportation Disadvantaged Trust Fund Planning Grant Agreement with the Commission for Transportation Disadvantaged

ORIGIN OF SUBJECT: Chapter 427, Florida Statutes and the Commission for Transportation Disadvantaged

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The TPO is the designated official planning agency for the coordinated transportation system in Bay County and has served in this capacity since 1990. Annually, the TPO applies to the Commission for the Transportation Disadvantaged (TD) for funding to continue this function. The grant supports staffing of the local coordinating boards, the annual evaluation of the Community Transportation Coordinator (CTC), and to develop a Transportation Disadvantaged Service Plan (TDSP) in cooperation with the CTC.

There is no local match required to access these funds.

Attached is the following:

• Resolution BAY 19-07

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-07 to authorize the filing of the Transportation Disadvantaged Trust Fund Planning Grant Agreement with the Commission for the Transportation Disadvantaged. This action is recommended to ensure that planning for the transportation disadvantaged needs of the area continues and that State Operating Assistance will continue to be available. Please contact Howard K. Vanselow, TPO staff, at (800) 226-8914, Ext 231 or howard.vanselow@ecrc.org if additional information is needed.
RESOLUTION BAY 19-07

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION
HEREINAFTER, HEREBY AUTHORIZES THE EXECUTION OF A TRANSPORTATION DISADVANTAGED TRUST FUND GRANT AGREEMENT WITH THE FLORIDA COMMISSION FOR THE TRANSPORTATION DISADVANTAGED

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

WHEREAS, the TPO is eligible to receive a Transportation Disadvantaged Trust Fund Grant and to undertake a transportation disadvantaged service project as authorized by Section 427.0159, Florida Statutes, and Rule 41-2, Florida Administrative Code; and

WHEREAS, the West Florida Regional Planning Council doing business as Emerald Coast Regional Council (ECRC) serves as staff to the Bay County TPO;

WHEREAS, the TPO has the authority to enter into this grant;

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

1. The Bay County TPO authorizes the ECRC staff to file for and be the direct recipient of funds, and execute the grant agreement on behalf of the Bay County Transportation Planning Organization with the Florida Commission for the Transportation Disadvantaged.

2. The Bay County TPO authorizes the ECRC CEO to sign any and all assurances, reimbursement invoices, warranties, certifications, and any other documents which may be required in connection with the agreement or subsequent agreements.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 26th day of June 2019.

BY: ______________________
    Pamn Henderson, Chair

ATTEST: ____________________
CONSENT ITEM #3
TPO ONLY

SUBJECT: Consideration of the Membership Certification for the Bay County Transportation Disadvantaged Coordinating Board

ORIGIN OF SUBJECT: Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: In compliance with Rule 41-2, the Designated Official Planning Agency (the TPO) appoints members to the Transportation Disadvantaged Coordinating Boards for counties within the TPO planning boundary. The Bay County Transportation Disadvantaged Coordinating Board has requested that the TPO certify the Bay County Board membership.

Attached is the following:
- Membership Certification for Bay County

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign the Bay County Transportation Disadvantaged Coordinating Board Membership Certifications. This action is recommended to maintain the function of the Transportation Disadvantaged Coordinating Board in Bay County. Please contact Mr. Howard Vanselow, TPO staff, at 1-800-226-8914, Extension 231 or howard.vanselow@ecrc.org if additional information is needed.
The Metropolitan Planning Organization named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and

2. The membership represents, to the maximum extent feasible, a cross section of the local community.

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Signature ____________________  Title ____________________  Date __________
CONSENT AGENDA ITEM #4

SUBJECT: Consideration of Citizens’ Advisory Committee (CAC) Application from Mr. Robert Waddell.

ORIGIN OF SUBJECT: Citizen Request

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Public Participation Process Plan (PPP) and Bay County Citizens’ Advisory Committee (CAC) bylaws require that an application form for all new potential CAC members be completed. This documentation would make information available to the TPO members about prospective members to the committee.

Attached is the following:
- Mr. Robert Waddell CAC Application

RECOMMENDED ACTION: Approval of a motion approving Mr. Robert Waddell as a member of the Bay County Transportation Planning Organization Citizens’ Advisory Committee. This action is recommended because the applicant meets all qualifications for CAC membership. Please contact Ms. Brittany Ellers, ECRC staff, at (850) 332-7976, Extension 220 or brittany.ellers@ecrc.org if additional information is needed.
Bay County TPO

Citizen Application for Membership
Transportation Planning Organization (TPO)
Citizens Advisory Committee (CAC)

Name: Robert Waddell

Organization (if applicable):

Address: 1406 Mississippi Ave.

City/State/Zip: Lynn Haven, FL 32444

Phone (Home/Cell/Business): (850) 559-2379

E-Mail: rjw0113@comcast.net

Race/Ethnicity (optional): Black

Check the box that applies:
☑ I am applying for new membership.

☐ I am a returning committee member. My information is still current.
   (by checking this box there is no need to complete a new application.)

My reasons for wanting to be involved in this committee are:
Getting involved in this committee will be another way to give back to this
area. I feel my strong background in long range planning and budgeting
will be an asset to the committee and the community.

Potential conflicts of interest:
I do not have any conflicts of interest.

(These affiliations do not necessarily prohibit you from being on a committee. This information is only
requested to insure that potential committee members do not have a conflict of interest.)

Information provided in this document becomes a public record.
Please read and confirm your understanding of the following:

- A voting membership may be attained in one of the following ways:
  - A citizen of the TPO study area may be nominated for membership by a TPO member, local government, the CAC, or other organizations and be approved by the TPO; or
  - A citizen of the TPO study area may directly petition the CAC for nomination for membership and be approved by the TPO.
- CAC members shall not be elected officials or employees of public or private agencies directly involved in transportation or land-use planning.
- Any member who expects to be absent from a meeting shall inform the TPO staff as soon as practicable to receive an excused absence. If a member is consistently absent without an excused absence, the CAC may recommend to the TPO that the member be removed from the CAC. Three consecutive unexcused absences by a member shall be grounds for such recommendation.
- CAC citizen members are expected to attend meetings in the planning area by their own means. The meeting facilities meet all ADA requirements
- CAC members must be legal U.S. citizens and residents of the TPO study area.
- CAC citizen members are approved by the TPO and members serve at the pleasure of the TPO.
- The TPO conducts an annual review of advisory committee membership.
- To serve on the CAC, the applicant must have attended a committee meeting, be recommended for approval by the committee, and attend the TPO meeting where they will be presented for membership (when scheduling permits) and be approved by the TPO. Both the committee members and TPO members may ask questions of the proposed new committee applicant. The advisory committee members may be removed at any time by the TPO.

I have been given the opportunity to review the above information, read the by-laws, and I understand and will comply with all stipulations. FL-AL CAC By-Laws may be found at www.wfrpc.org.

Robert Waddell
Printed Name

Signature

4/29/19
Date

I understand that refusal to sign will result in the termination of the application to serve on either committee.

For questions concerning this application, please contact Brittany Ellers at (850) 332-7976 x 220.

Persons needing a special accommodation to participate in an advisory committee meeting should contact Brittany Ellers at 850-332-7976 x 220 or e-mail at brittany.ellers@wfrpc.org.

Please complete the attached background form or attach a recent resume.

(A completed background form or resume must accompany this application.)
Background Form
(To be used if a resume is not available)

Name: Robert Waddell

Address: 1406 Mississippi Ave.

City/State/Zip: Lynn Haven, FL 32444

Phone (Home/Cell/Business): (850) 559-2379

E-Mail: RJW113 @ comcast.net

Community Involvement:
Most recently, prior to moving back to the Panama City area, I was Director/Treasurer of the Arden Branch HOA in Tallahassee. Currently, I am the Chairman of Economic Development Committee with the Bay County chapter of the NAACP.

Work Experience:
The majority of my work experience was in the telecommunications industry. Some of my positions were: 1) long range planning manager, 2) budget manager, and 3) senior manager of operations. My most recent experience was with the State of Florida. Some of my assignments were: 1) budget analyst, 2) bureau chief of general services, and 3) internal auditor. I also served one year as an adjunct professor of financial management for Univ. of Phoenix.

Education:
B.S. - Math (Xavier Univ. of LA)

MBA - Finance (Georgia State Univ.)
ENCLOSURE A
ALL COMMITTEES
SUBJECT: Consideration of Resolution BAY 19-06 to adopt the Okaloosa-Walton TPO FY 2020-2024 Transportation Improvement Program (TIP) and authorize the TPO to administratively amend the FY 2020-2024 TIP to include the projects in FDOT's Variance Report

ORIGIN OF SUBJECT: 23 Code of Federal Regulations Section 134(j), Chapter 339.175 (8) Florida Statutes, Bay County TPO Unified Planning Work Program (UPWP) Task C.1

LOCAL GOVERNMENT ACTION NEEDED: Provide Regionally Significant Projects that have dedicated local funds between July 1, 2019 and June 30, 2024

BACKGROUND: The TPO updates and adopts the TIP each year for submittal to FDOT, Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Projects within the urbanized area must appear in the TIP in order to receive state and federal funding.

The FY 2020-2024 TIP process began in September 2018, when Project Priorities were adopted by the TPO and submitted to FDOT. The Project Priorities are then used to develop the FDOT FY 2020-2024 Tentative Five-Year Work Program. The Tentative Five-Year Work Program is the primary source of information for the TIP. The FDOT Work Program and the TIP are consistent with the TPO’s adopted priorities to the extent feasible. Projects are based on FDOT maintenance requirements, the TPO Long Range Transportation Plan (LRTP), Transportation Systems Management (TSM) studies, Transportation Alternatives Project (TAP) Priorities, and Aviation and Transit Master Plans. Projects listed in the TIP are subject to amendment as necessary by the TPO at any time during the year. The TIP has been developed through coordination with FDOT and local governments.

The Draft Bay County TPO FY 2020-2024 TIP was posted on-line and the link was e-mailed to TPO members, Advisory Committee members, and Review Agencies on April 17, 2019, with comments requested by May 10, 2019. The comments that were received and the TPO Staff’s responses are attached to this enclosure. Based on these comments, the Draft Okaloosa-Walton TPO FY 2020-2024 TIP was revised and is accessible by clicking on the hyperlink below. Since the March FDOT Work Program Download, FDOT has updated projects that need to be included in the FY 2020-2024 TIP prior to October 1, 2019 in order for work to begin on these projects. The projects are included in FDOT’s Variance Report. The public involvement for the FY 2020-2024 Transportation Improvement Program is also documented in the FY 2020-2024 Project Priorities Document, which was approved by the TPO on September 26, 2018.

The following are the Public Involvement Plan elements for the Transportation Improvement Program:
- Inclusion of the review and adoption of the TIP in applicable TPO meeting advertisements;
- Public forum at the TPO meeting when reviewing the TIP;
- Public forum at the TPO meeting when requesting adoption of the TIP;
- Provide the TIP document to the public and local agencies upon request;
- Provide final document to local libraries of public access; and
- Interactive website is available and provide a link to it on the TPO website.


Attached are the following:
- Resolution BAY 19-06
- Agency Comments
- FDOT’s Variance Report
- Letter of Support from Bay County Chamber of Commerce
RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-06 to adopt the FY2020-2024 TIP with any changes that may have been presented and authorize TPO to administratively amend the FY 2020-2024 TIP to include the projects in FDOT’s Variance Report. This alternative is recommended because the TIP has been developed in coordination with FDOT and local governments and is consistent with the TPO Long Range Transportation Plan, Transportation Systems Management Priorities, Transportation Alternatives Program Project Priorities, and Aviation, Port, and Transit Master Plans. The TIP is required to be submitted to FDOT by July 15, 2019. For more information, Mr. Gary Kramer, ECRC staff, at gary.kramer@ecrc.org or at (850) 332-7976 Ext. 219.
RESOLUTION BAY 19-06

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE FISCAL YEAR 2020-
2024 TRANSPORTATION IMPROVEMENT PROGRAM

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

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

WHEREAS, the Transportation Improvement Program (TIP) is developed in accordance with 23 Code of Federal Regulations 450 Section 134(j) and Section 339.175(8) Florida Statutes; 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 the TIP will support the performance targets established by the State and supported by the TPO; and

WHEREAS, the Transportation Improvement Program (TIP) shall be endorsed annually upon a roll call vote by the TPO and submitted to the governor of the state of Florida, to the Federal Transit Administration, and through the state of Florida to the Federal Highway Administration; and

WHEREAS, the Bay County Transportation Planning Organization (TPO) believes that the document 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 adopts the FY 2020-2024 Transportation Improvement Program.

Passed and duly adopted by the Bay County Transportation Planning Organization on the 26th day of June 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: Pamn Henderson, Chairperson

ATTEST: ____________________
COMMENTS ON DRAFT FY 2020-2024 BAY COUNTY TIP

Federal Highway Administration

1. The Performance Measures section provides an adequate overview of the targets adopted by FDOT and adopted/supported by the TPO. It would be beneficial to have them on a table and not necessarily embedded in the discussion of the document. A detailed Systems Performance Report will be completed for the 2045 LRTP and will include tables for the Performance Measures and Targets. This Systems Performance Report will be referenced in the TIPs thereafter.

2. The same content applies to the Transit Asset Management. It would be easier for the reader to see this discussion on a table. A detailed Systems Performance Report will be completed for the 2045 LRTP and will include tables for the Performance Measures and Targets. This Systems Performance Report will be referenced in the TIPs thereafter.

3. TIP timeframe. The document discusses various requirements for the timeframe of the TIP as well as references to the time period covered by the TIP. The document is confusing in whether it is intended to be a 5-year TIP or a 4-year TIP. See page ES-5 and ES-6. The state of Florida requires TPO’s to create a five year TIP annually. This TIP covers Fiscal Year 2020 through Fiscal Year 2024 which is five years and is consistent with FDOT’s Work Program.

4. Description of comments - Several non-traditional public outreach events were held that were successful in receiving public comment. There is no record of comments from some events being addressed. See pages ES-6 and C-1.

The comments received from the non-traditional public outreach events were included in the TPO and Advisory Committee agendas so these members could review the comments prior to voting on the Project Priorities. Comments received were also provided to the appropriate TPO Planner or agency to follow-up on.

5. Amendments and Modifications – Page ES-8 refers to TIP modifications and amendments (see #5 specifically) and implies in #2-4 that a modification process may be used for projects that could affect fiscal constraint. Per 23 CFR 450.328(a), changes that reflect fiscal constraint must take place by amendment of the TIP and amendments require adhere to public participation procedures. See page ES-8. This section has been revised consistent with FDOT MPO Handbook.

6. This section states that the next LRTP will include the anticipated effect of the TIP toward achieving the performance targets in the metropolitan transportation plan. It is important to note that the CFR 450.326(d) citation referenced is for this information to be included in the TIP to the maximum extent practicable. See page ES-12. Performance Measures are addressed beginning on page ES—9. Until the next Long Range Transportation Plan is adopted, it has been agreed with FDOT/ALDOT that wording for the Performance Measures is included in the resolutions for the adoption of the TIP and the amendments to the Long Range Transportation Plan and the TIP.

7. This section (for SIS and Non-SIS projects) indicates that the project costs may not be reflective of the total project costs. Please refer to 23 CFR 450.326(g)92), which states for each project or phase “estimated total project cost, which may extend beyond the four years of the TIP.” See pages ES-13 and ES-14. This language was agreed upon a few years ago by the FDOT MPO Coordinator. A detailed appendix was included in the TIP for one year for total project cost. The following year the detailed appendix was not required and has since not been included in the TIPs thereafter.
8. Unclear as to whether this Appendix C is meant to implement 23 CFR 450.326(n)(2), but if so, it does not identify significant delays in the planned implementation of major projects. This appendix is included to show when the project may be completed as just showing the project as being completed beyond 2040 was not sufficient for a previous FHWA reviewer for our TPO.

9. Should list be updated to show Federally Obligated Projects for Fiscal Year 2019 instead of Fiscal Year 2018 (CFR 450.334)? See Appendix D. The Federally Obligated projects for Fiscal Year 2019 will not be available until after October 1, 2019 which is the start of Federal Fiscal Year 2020. Therefore, Appendix D will be updated after October 1, 2019 to show the Federally Obligated Projects for Fiscal Year 2019.

10. Methodology describes TSM projects as coming from FDOT, and other non-capacity projects prioritized in a manner that may result in non-LRTP projects being included in the TIP. All projects being prioritized (capacity or otherwise) must be consistent with the LRTP (23 CFR 450.326(i)). See Appendix E. All projects listed in the TIP contain references where projects are contained in the LRTP.

11. The project prioritization process methodology makes no reference to performance targets, including how the methodology will make progress toward achieving the performance targets established under 23 CFR 450.306(d) and how it links investment priorities to those performance targets. Several categories of projects indicate that they are not subject to priority ranking, so their relationship to achieving performance targets is particularly confusing (23 CFR 450.326(c) and (d)). In reviewing the document, the criteria used by the TPO were later found in Appendix B. We recommend expanding the methodology section to address performance measures and planning factors and moving the criteria used for various categories to follow the methodology section so that the planning process is clearer regarding how projects are prioritized. See Appendix E. The methodology section will include the criteria identified in Appendix B in the FY 2021-2025 Project Priorities document. This same question on Performance Targets was raised when FHWA did a webinar on Performance Measures prior to being required by the TPOs. The TIPs in Florida are required to be adopted annually whereas federal legislation requires TIPs to be adopted every four years. Projects in the TIP need to reference where they are located in the LRTP. The LRTP was adopted on June 22, 2016 and needs to be adopted again by June 22, 2021. Performance Measures were implemented by the TPO’s last year. The TPO cannot reasonably link investment priorities to performance targets since the Project Priorities are based on the LRTP. Until June 22, 2021, the language on page E-12 regarding investment decisions is sufficient as it was based on a template provided by the MPOAC.

12. Please ensure that the draft TIP is coordinated with stakeholders (affected agencies, freight providers, tribal governments, federal land management agencies, transportation disadvantaged, etc.) and made publicly available. A TIP review agency e-mail distribution list has been established consistent with the FDOT MPO Handbook. In the future, the draft TIP will be uploaded to the FDOT Portal. The draft TIP was mailed on flash drives to the local libraries and the Federal and State Legislative Delegations. The link for the draft TIP was e-mailed to the TPO, TCC, CAC, and Interested parties.

13. Fiscal constraint cannot be determined by year using the table and pie chart provided. The funding table provides revenues by year, but not by expenditures. The pie chart is for the entire 5 years of the TIP. Please provide expenditure by year (including operations/maintenance and transit) for comparison with the revenues by year in the first table (23 CFR 450.326(j)). See Appendix F. Pie charts for each of the five years and the five year total have been added to Appendix F to demonstrate fiscal constraint.
1. The Table of Contents does not include Page Numbers
   Page number by the beginning of the Sections have been added to the Table of Contents.

2. Include language in the resolution that the TIP was developed following state and federal requirements.
   This language has been added to the resolution.

3. Specify the public transit operator in your discussion of TIP development cooperation.
   Language has been added in the narrative that the TIP was developed in cooperation with the public transit operator.

4. FDOT could not tell if the appropriate agencies were notified. Please clarify/confirm.
   On April 17, 2019, the Draft TIP was e-mailed to the review agencies identified in the FDOT MPO Handbook by blind copy so their e-mail addresses were not broadcasted in a mass e-mail for everyone to see. In the future, the Draft TIP will be posted on the FDOT portal. The link for the TIP was also e-mailed to the members of the TPO, TCC, and CAC on April 23, 2019. The Federal and State Legislative Delegations and the local libraries were sent flash drives on April 18, 2019 which contained a copy of the Draft TIP. The due date for comments on the Draft TIP was close of business on May 10, 2019.

5. Based on timing of the TIP development, the FDOT Portal was not available. Please consider uploading the approved TIP.
   The adopted FY 2020-2024 TIP will be uploaded the FDOT Portal.
## 217838-3: Correct Type of Work.

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217875-2: Prior Cost decrease; Total Project Cost decrease.
### Bay TPO FY 20-24 TIP Variance Report

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| Item 217875 3 | Totals: | 45,395,785 | 2,861,917 | 0 | 0 | 0 | 0 | 48,257,702 |

**217875-3:** Prior Cost decrease; Total Project Cost decrease.
### Bay TPO FY 20-24 TIP Variance Report

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**217910-3:** Correct Type of Work; Prior Cost decrease; Total Project Cost decrease.

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**220635-6:** Correct Project Description.
## Bay TPO FY 20-24 TIP Variance Report

### Preliminary Engineering / Managed by FDOT

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Right of Way / Managed by FDOT

<table>
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<th>Project Description</th>
<th>&lt;2020</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>&gt;2024</th>
<th>All Years</th>
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<tbody>
<tr>
<td>410981-8</td>
<td>NEW ROAD CONSTRUCTION</td>
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### Construction / Managed by FDOT

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<th>2024</th>
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<tr>
<td>410981-8</td>
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### Environmental / Managed by FDOT

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<td>410981-8</td>
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### 410981-8: Prior Cost decrease; Total Project Cost decrease.

### Fund 421225-2

<table>
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<th>2023</th>
<th>2024</th>
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<tbody>
<tr>
<td>421225-2</td>
<td>SR 390 E 14TH STREET FROM SR 77 OHIO AVENUE TO SR 75 (US 231)</td>
<td>6,662</td>
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### Preliminary Engineering / Managed by FDOT

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<tr>
<td>421225-2</td>
<td>ADD LANES &amp; RECONSTRUCT</td>
<td>1,289,972</td>
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### Right of Way / Managed by FDOT

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<th>2024</th>
<th>&gt;2024</th>
<th>All Years</th>
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<tbody>
<tr>
<td>421225-2</td>
<td>918,974</td>
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### 421225-2: Correct Type of Work.
### Bay TPO FY 20-24 TIP Variance Report

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<th>2024</th>
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<tbody>
<tr>
<td>440386-1</td>
<td>SR 90 (US 98B) E HWY 98 FROM PARK ENTRANCE TO CR 22A BOB LITTLE RD</td>
<td>98,224</td>
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<td>0</td>
<td>0</td>
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<td>0</td>
<td>0</td>
<td>98,224</td>
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<tr>
<td>438111-1</td>
<td>SR 30 (US98B) FROM CR 22A BOB LITTLE RD TO SR 30A (US 98) TYNDALL PKWY</td>
<td>22,834</td>
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<td>0</td>
<td>22,834</td>
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<tr>
<td>438111-2</td>
<td>SR 30 (US98B) FROM CR 22A BOB LITTLE RD TO SR 30A (US 98) TYNDALL PKWY</td>
<td>131,562</td>
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<td>0</td>
<td>0</td>
<td>0</td>
<td>131,562</td>
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</table>

**440386-1:** Prior Cost decrease; Total Project Cost decrease.

**438111-1:** Prior Cost decrease; Total Project Cost decrease.

**438111-2:** Prior Cost decrease; Total Project Cost decrease.
### Bay TPO FY 20-24 TIP Variance Report

<table>
<thead>
<tr>
<th>Item Number: 438138</th>
<th>Project Description: SR 75 (US 231) @ 19TH ST INTERSECTION</th>
<th>All Years</th>
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</thead>
<tbody>
<tr>
<td>District: 03</td>
<td>County: BAY</td>
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<tr>
<td>Type of Work: ADD RIGHT TURN LANE(S)</td>
<td>Project Length: .061</td>
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#### PRELIMINARY ENGINEERING / MANAGED BY FDOT

<table>
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<th>Item Number</th>
<th>Project Description: SR 75 (US 231) @ 19TH ST INTERSECTION</th>
<th>All Years</th>
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<tbody>
<tr>
<td>Dist: 03</td>
<td>County: BAY</td>
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</tr>
<tr>
<td>Type of Work: ADD RIGHT TURN LANE(S)</td>
<td>Project Length: .061</td>
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#### RAILROAD & UTILITIES / MANAGED BY FDOT

**438138-1:** Prior Cost decrease; Total Project Cost decrease.

<table>
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<tr>
<th>Item Number: 438138</th>
<th>Project Description: SR 75 (US 231) @ 19TH ST INTERSECTION</th>
<th>All Years</th>
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<tbody>
<tr>
<td>Dist: 03</td>
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<tr>
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#### CONSTRUCTION / MANAGED BY FDOT

**439892-1:** Prior Cost decrease; Total Project Cost decrease.

<table>
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<th>Item Number: 439892</th>
<th>Project Description: SR 75 (US 231) @ CR 2327 TRANSMITTER ROAD INTERSECTION</th>
<th>All Years</th>
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<td>Dist: 03</td>
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<tr>
<td>Type of Work: ADD TURN LANE(S)</td>
<td>Project Length: .538</td>
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Bay TIP FY 2020-2024
Bay TPO June 2019 Agenda
### Bay TPO FY 20-24 TIP Variance Report

#### Item 441881-1:
**Correct Type of Work; Correct Project Length.**

<table>
<thead>
<tr>
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<th>&lt;2020</th>
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<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>&gt;2024</th>
<th>All Years</th>
</tr>
</thead>
<tbody>
<tr>
<td>District: 03</td>
<td>County: BAY</td>
<td>Type of Work: INTERSECTION IMPROVEMENT</td>
<td>Project Length: 226</td>
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<tr>
<td>DDR - DISTRICT DEDICATED REVENUE</td>
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#### Item 436737-1:
**Correct Project Description.**

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<th>2023</th>
<th>2024</th>
<th>&gt;2024</th>
<th>All Years</th>
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</thead>
<tbody>
<tr>
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<td>County: BAY</td>
<td>Type of Work: TRAFFIC SIGNALS</td>
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<td>1,742,913</td>
<td>593,691</td>
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<td>282,985</td>
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#### Item 441732-1:
**Correct Type of Work.**

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<th>&lt;2020</th>
<th>2020</th>
<th>2021</th>
<th>2022</th>
<th>2023</th>
<th>2024</th>
<th>&gt;2024</th>
<th>All Years</th>
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</thead>
<tbody>
<tr>
<td>District: 03</td>
<td>County: BAY</td>
<td>Type of Work: SAFETY PROJECT</td>
<td>Project Length: 1.058</td>
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<td>ACLO-ADV CONSTRUCTION SAFETY (HSDL)</td>
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<td>1,149,404</td>
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Bay TPO FY 20-24 TIP Variance Report

<table>
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<tr>
<th>Item Number</th>
<th>Project Description</th>
<th>District</th>
<th>County</th>
<th>Type of Work</th>
<th>Project Length</th>
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<tbody>
<tr>
<td>432909-2</td>
<td>SR 368A COLLEGIATE DR FROM W OF MOODY AVENUE TO SR 568 23RD STREET</td>
<td>03</td>
<td>BAY</td>
<td>WIDEN/RESURFACE EXIST LANES</td>
<td>.550</td>
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<td></td>
<td><strong>--</strong></td>
<td>04</td>
<td>BAY</td>
<td><strong>--</strong></td>
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<td>PRELIMINARY ENGINEERING / MANAGED BY FDOT</td>
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432909-2: Prior Cost decrease; Total Project Cost decrease.

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<th>County</th>
<th>Type of Work</th>
<th>Project Length</th>
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<tbody>
<tr>
<td>437759-1</td>
<td>SR 30A (US 96) FROM WALTON COUNTY LINE TO HEATHER DR <strong>SIS</strong></td>
<td>03</td>
<td>BAY</td>
<td>RESURFACING</td>
<td>6.922</td>
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437759-1: Prior Cost decrease; Total Project Cost decrease.
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<th>2022</th>
<th>2023</th>
<th>2024</th>
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<th>All Years</th>
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<tbody>
<tr>
<td>439725-1</td>
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<tr>
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<tr>
<td><strong>Preliminary Engineering / Managed by FDOT</strong></td>
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<tr>
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<td>22,948,580</td>
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</tbody>
</table>

439725-1: Prior Cost decrease; Total Project Cost decrease.
May 23, 2019

The Honorable Pamn Henderson
Chair, Bay County Transportation Planning Organization
4081 E. Olive Road, Suite A
Pensacola, Florida 32514

Re: 2040 LRTP Amendment Public Workshops

Dear Ms. Henderson,

As you know, the Bay County Chamber holds several transportation positions and priorities. These priorities create roadway continuity for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port and its inland intermodal park.

These projects will allow for the transport of goods and services around congested corridors, contributing to the economic development of Bay County while increase safety for citizens and visitors during hurricane evacuation or other emergencies.

The Chamber supports the Bay County Transportation Planning Organization and the proposed amendments that place emphasis on strategic intermodal systems and prioritize infrastructure projects that support economic vitality of Bay County; specifically amendments 6, 7, 8, 9, and 10.

Sincerely,

Will Cramer, Chairman of the Board

Carol Roberts, President/CEO

Enclosures: Bay County Chamber Transportation Priorities
Infrastructure: Bay Parkway, Panama City Beach
Infrastructure: State Road 390
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Transportation Priorities for Bay County Chamber

**Action Requested/Needed**
The Bay County Chamber is appreciative of the Bay County Transportation Planning Organization and the Florida Department of Transportation for their support in prioritizing and fully funding the following projects in the 5-year work program:

- FDOT Item-Segments 217875-2, 217875-3 and 217875-4, SR 390 (St Andrews Blvd), widen to 6 lanes from SR 368 (23rd Street) to SR 77
- FDOT Item-Segment 431684-1, US 98 Construct overpass at Tyndall Air Force Main Gate
- FDOT Item-Segment 424464-3, SR 388 (West Bay Parkway), widen to 4 lanes from SR 79 to the East of NWF Beaches International Airport
- FDOT Item Segment 217910-7, US 231 widen to 6 lanes from US 98 to north of SR 368 (23rd Street)
- FDOT Item-Segment 432284-1, East Avenue over Watson Bayou, Bridge Replacement
- Bay Parkway, Loop Road Phase 2 from Bay Parkway at Pier Park North to Nautilus Street

The Bay County Chamber requests that the Bay County Transportation Planning Organization and the Florida Department of Transportation acknowledge the following projects as priorities for the Bay County Chamber of Commerce:

- SR 390, widen to 6 lanes from SR 77 to SR 75 (US 231)
- US 98/Panama City Beach Parkway (Back Beach Road), widen to 6 lanes between Mandy Lane and Thomas Drive intersection
- SR 388 (West Bay Parkway), widen to 4 lanes from east of NWF Beaches International Airport to SR 77
- US 231, widen to 6 lanes from north of SR 368 (23rd Street) to Pipeline Road (includes East Avenue, widen to 4 lanes from Sherman Ave to Baldwin Road)
- SR 389, widen to 4 lanes from Port Entrance to SR 75 (US 231)

We believe the existing and continued growth in Bay County dictates an imminent need for capacity improvements along these corridors. Prioritization and full funding for the projects listed above will provide the transportation infrastructure required for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port of Panama City and its inland intermodal park, improve safety for hurricane evacuation, and facilitate successful economic growth in Bay County.
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Infrastructure: State Road 390

Action Requested/Needed
The Bay County Chamber of Commerce urges the state legislature to continue coordination with FDOT on designation of the segment of State Road (SR) 390 from SR 77 to SR 75 (US Hwy 231) as a Strategic Intermodal System (SIS) roadway and approve full funding to widen the roadway to six lanes. The SR 390 corridor provides a vital connection between the Port of Panama City and its inland intermodal facility located on US 231. The requested SIS designation and six-lane improvement will expedite the transport of freight around congested corridors within the community, contribute to the economic development of Bay County, and increase safety by facilitating hurricane evacuation.

Issue
SR 390 from SR 368 to SR 77 is a SIS highway connector and US Hwy 231 is a SIS highway corridor. The segment of SR 390 between SR 77 and US 231, if designated as a SIS highway connector, would provide for an additional continuous SIS highway connection between the seaport facilities at the Port of Panama City and the inland intermodal facility located along the US 231 SIS highway corridor and a SIS rail connector. The current SIS highway connector between the Port of Panama City and the US 231 SIS highway corridor is along US 98, a four lane corridor congested with local business within the City of Panama City that is not well suited for freight traffic or future widening.

Current Status:
FDOT has funded the six lane improvements for SR 390 from 23rd Street (SR 368) to SR 77 and the construction is currently ongoing. A Project Development and Environment Study for the requested segment of SR 390, from SR 77 to US Hwy 231, is also funded and ongoing. The road is currently a two-lane facility that is heavily traveled and has a failing level of service. The study is indicating that six lanes are required for current and future traffic levels. However, no funds are currently designated for the subsequent phases required for the design, right-of-way acquisition or construction for this vital missing segment of SR 390. The requested SIS highway connector designation and full funding for the SR 390 corridor will provide significant congestion relief and safety improvements while enhancing the significant contributions to the economic development of Bay County provide by the emerging SIS seaport at the Port of Panama City.
FY 2019 Bay County Chamber of Commerce
State Legislative Agenda Item

Infrastructure: Bay Parkway, Panama City Beach

**Action Requested/Needed**
The Bay County Chamber of Commerce supports the full funding of Bay Parkway and encourages the adoption of local, state, and federal funds to finance the projects should funding become available. New construction of segment 2 of Bay Parkway, from Pier Park Drive to Nautilus Road, and expanding the first segment of Bay Parkway, from State Road 79 to Pier Park Drive, from two lanes to four lanes, will significantly alleviate congestion and expedite the transport of goods around this congested area of the community. The improvements will contribute to the economic development of Bay County by providing enhanced connectivity to the airport and improve safety by reducing hurricane evacuation time.

**Issue**
U.S. 98, west of the Hathaway Bridge, is heavily traveled and portions currently have a failing level of service; a consequence of multiple corridors merging into a single corridor. This condition may worsen as development along these areas increases. The Bay Parkway (a municipal roadway) was designed to address traffic issues to help alleviate congestion and improve traffic safety.

Funding is awarded to communities based on population. Panama City Beach is unique in that while its population is approximately 13,000 permanent residents, there are approximately 17 million trips per year [FDOT 2015 Historical AADT Report] due to residents, part-time residents, visitors and tourists traveling on infrastructure that was designed to support a fraction of that amount. Consequently much of this corridor is operating at a failing roadway level of service.

With approximately 46,000 trips per day along the U.S.98/Panama City Beach Parkway corridor, the bypass at Nautilus Road may allow the intersection of U.S. 98 and S.R. 79 to operate 14% more efficiently per hour.

**Current Status**
The first segment of Bay Parkway was completed and opened for use on April 2017. This new two-lane typical roadway segment connects S.R. 79 to Pier Park Drive. Funding through the County Incentive Grant Program along with Bay County and Panama City Beach Infrastructure Surtax dollars are planned for the design and construction of Segment 2 (Pier Park Drive to Nautilus Road) with anticipated completion in 2020. Currently, although land is available, funding is not yet available the four-laning of segment 1.
ENCLOSURE B

ALL COMMITTEES
SUBJECT: Consideration of Resolution BAY 19-05 to Amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects: (1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/SR 390 to Titus Road (PUBLIC HEARING AND ROLL CALL VOTE REQUIRED)

ORIGIN OF SUBJECT: Florida Department of Transportation (FDOT) and Bay County

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Two amendments have been approved to the 2040 Bay County TPO’s Long Range Transportation Plan was adopted on June 22, 2016. The first amendment was adopted by the TPO on July 26, 2017 and funded the US 98/Tyndall Air Force improvement through construction. The updated project cost changed the cost of the Needs Plan as well. The second amendment was adopted on April 25, 2018 and included three projects: (1) the inclusion of SR 30 (US 98) DuPont Bridge replacement with additional capacity in both the Needs and Cost Feasible Plans; (2) SR 390 6-laning from SR 77 to US 231 in both the Needs and Cost Feasible Plans; and movement of the funding source in the Cost Feasible Plan; and (3) updating the total cost in both the Needs Plan and Cost Feasible Plan for Bay Parkway Phase II from Bay Parkway Phase I to Nautilus Street. Today’s amendment request is for thirteen projects which are explained below in detail.

An LRTP amendment is a major revision and includes adding, advancing or deleting projects to the plan. It also includes major changes to project costs, initiation dates or design concepts. Amendments are included in the advertisement of the TPO meeting when the draft amendment is presented. The public is provided with an opportunity to comment during public forum when the draft is presented for adoption to the TPO and advisory committees as follows:

- Provide the public with a sufficient opportunity to review the draft amended document online
- Include adoption in the advertisement of the TPO meeting when the amendment is to be presented
- Provide the public with an opportunity to comment during public forum when the amendment is presented for adoption to the TPO and advisory committees
- Publish adopted amended final document on web site

US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368) (See attached map for location)
US 231 (SR 75) from SR 30A (US 98) to 23rd Street is currently in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment updates the costs and splits the segment from SR 30 (US 98) to Pipeline Road to SR 30 (US 98) to 23rd Street (SR 368) in both the Needs and Cost Feasible Plans. This amendment was requested by FDOT.

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SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368) (See attached map for
The costs for this project will be incorporated into the US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368) project. This amendment was requested by FDOT.

**US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road (See attached map for location)**
US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road is currently in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment updates the costs and splits the segment from SR 30 (US 98) to Pipeline Road to 23rd Street (SR 368) to Pipeline Road. This amendment was requested by FDOT.

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**Transmitter Road (CR 2327) from C Street to Brooke Street (See attached map for location)**
The costs for this project will be incorporated into the US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road project. This amendment was requested by FDOT.

**US 231 (SR 75) from Pipeline Road to Penny Road (See attached map for location)**
US 231 (SR 75) from Pipeline Road to Penny Road is currently in the 2040 Long Range Transportation Plan Needs Plan and partially funded in the 2040 Cost Feasible Plan. This amendment updates the project costs in both the Needs and Cost Feasible Plans and moves the right-of-way phase from beyond 2040 to FY 2021-2025 and the construction phase from beyond 2040 to FY 2026-2030 in the Cost Feasible Plan. This amendment was requested by FDOT.

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**SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street (See attached map for location)**
SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street is currently in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment updates the project costs and moves the funding source from Non-SIS to SIS since SR 30A (US 98) Panama City Beach Parkway has been added the SIS and is funded in the FDOT's SIS Cost Feasible Plan. This amendment has been requested by FDOT.

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**SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard (See attached map for location)**
SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard is currently in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment updates the project costs, splits the segment from Nautilus Street to Hathaway Bridge to Nautilus Street to Richard Jackson Boulevard, and moves the funding source from Non-SIS to SIS since SR 30A (US 98) Panama City Beach Parkway has been added to the SIS and is funded in the FDOT's SIS Cost Feasible Plan. This amendment has been requested by FDOT.

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**SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge (See attached map for location)**
SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge is currently in
the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment updates the project costs, splits the segment from Nautilus Street to Hathaway Bridge to Richard Jackson Boulevard to Hathaway Bridge, and moves the funding source from Non-SIS to SIS since SR 30A (US 98) Panama City Beach Parkway has been added to the SIS and is funded in the FDOT’s SIS Cost Feasible Plan. This amendment was requested by FDOT.

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**East Avenue from the Port Entrance to SR 30A (US 98B) (See attached map for location)**

East Avenue from the port entrance to SR 30 (US 98B) is currently not in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment adds the project to the Needs Plan and funds the PD&E in FY 2015-2020, design in FY 2026-2030, right-of-way in FY 2031-2040, and construction beyond 2040 in the Cost Feasible Plan with SIS funds since East Avenue from the port entrance to CR 22 (Sherman Avenue) is included on the SIS and is funded in the FDOT’s SIS Cost Feasible Plan. This amendment was requested by FDOT.

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<th>Right of Way</th>
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**CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue) (See attached map for location)**

CR 389 (East Avenue) from SR 30 (US 98B) to CR 22 (Sherman Avenue) is currently not in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment adds the project to the Needs Plan and funds the PD&E in FY 2015-2020, design in FY 2026-2030, right-of-way in FY 2031-2040, and construction beyond 2040 in the Cost Feasible Plan with SIS funds since East Avenue from the port entrance to CR 22 (Sherman Avenue) is included on the SIS and is funded in the FDOT’s SIS Cost Feasible Plan. This amendment was requested by FDOT.

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<th>Right of Way</th>
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<td>CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue)</td>
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<td>2,100,000</td>
<td>9,932,189</td>
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**West Bay Parkway from SR 30 (US 98) in Walton County to SR 79 (See attached map for location)**

West Bay Parkway from SR 30 (US 98) in Walton County to SR 79 is included in the 2040 Needs Plan but not the 2040 Cost Feasible Plan. This amendment adds the reevaluation of the PD&E in FY 2026-2030, design in FY 2031-2040, right-of-way in FY 2031-2040, and construction beyond 2040 in the Cost Feasible Plan with Non-SIS funds since moving the three SR 30A (US 98) Panama City Beach Parkway segments to SIS from the Non-SIS freed up Non-SIS funds. This amendment was requested by FDOT.

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<td>West Bay Parkway from SR 30 (US 98) in Walton County to SR 79</td>
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<td>490,000</td>
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**Jenks Avenue from Baldwin Road to SR 390 (See attached map for location)**

Jenks Avenue from Baldwin Road to SR 390 is included in the 2040 Needs Plan but not the 2040 Cost Feasible Plan. The amendment updates the Needs Plan costs and fully funds the project in the Cost Feasible Plan with Local Option Sales Tax funds and Transportation Regional Incentive Program funds. This amendment was requested by Bay County.

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<tbody>
<tr>
<td>Jenks Avenue from Baldwin Road to SR 390</td>
<td>Complete</td>
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**New Connector Road from CR 2321/SR 390 to Titus Road (See attached map for location)**

The new connector road from CR 2321/SR 390 to Titus Road is currently not in the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans. This amendment adds the project to Needs Plan and fully funds the project in the Cost Feasible Plan with Local Option Sales Tax Funds. This amendment was requested by Bay County.
Proposed Schedule:

- April 24, 2019 - Authorization by the TPO to proceed with amending the 2040 Long Range Transportation Plan
- April/May 2019 - Post proposed 2040 Long Range Transportation Plan amendment on-line
- May 13, 2019 - Public Workshop at Panama City Hall
- May 13, 2019 - Public Workshop at Gulf Coast State College
- June 26, 2019 - TPO approval of the 2040 Long Range Transportation amendment

Attached are the following:
- Resolution 19-05
- Location maps for the proposed amendment
- Comments from the Public Workshops
- Letter of Support from Bay County Chamber of Commerce

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to sign Resolution BAY 19-05 to amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 projects: (1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30A (US 98) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/SR 390 to Titus Road. Please contact Mr. Gary Kramer, ECRC staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.
RESOLUTION BAY 19-05

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION TO AMEND THE 2040 BAY COUNTY LONG RANGE TRANSPORTATION PLAN NEEDS PLAN AND COST FEASIBLE PLAN

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

WHEREAS, the Bay County Transportation Planning Organization (TPO) 2040 Long Range Transportation Plan is developed pursuant to Part 23 Section 450.322, Code of Federal Regulations and Section 339.175(6), Florida Statutes and is the transportation plan that contains needed and financially feasible projects for at least a 20 year planning horizon; and

WHEREAS, the 2040 Long Range Transportation Plan was adopted on June 22, 2016 and previously amended on July 26, 2017; and

WHEREAS, the 2040 Needs Plan and Cost Feasible Plan include the committed projects in the 2020 Existing Plus Committed Network, the capacity projects in the 2015-2019 and 2016-2020 Transportation Improvement Programs, and the Needs Assessment and Cost Feasible Plan projects identified from 2021-2040; and

WHEREAS, public workshops were held on March 8, 2018 at Gulf Coast State College and the Callaway Community Center; 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 Bay County TPO Amends the 2040 Bay County Long Range Transportation Plan for 13 Projects: (1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/SR 390 to Titus Road.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 13TH day of May 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: _____________________________

Pamn Henderson, Chairwoman

ATTEST: _________________________
US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368)

Bay County TPO 2040 Long Range Transportation Plan Amendment

- US 231 (SR 75) from SR 30 (US 98) to 23rd Street (6 Lanes)
SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368)
Bay County TPO 2040 Long Range Transportation Plan Amendment

US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road (6 Lanes)
Transmitter Road (CR 2327) from C Street to Brooke Street

Bay County TPO 2040 Long Range Transportation Plan Amendment

Transmitter Road (CR 2327) from C Street to Brooke Street (4 Lanes)
US 231 (SR 75) from Pipeline Road to Penny Road

Bay County TPO 2040 Long Range Transportation Plan Amendment

US 231 (SR 75) from Pipeline Road to Penny Road (6 Lanes)
SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street

Bay County TPO 2040 Long Range Transportation Plan Amendment

SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street (6 Lanes)
SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard
Bay County TPO 2040 Long Range Transportation Plan Amendment

SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge (6 Lanes)
East Avenue from Port Entrance to SR 30 (US 98B)

Bay County TPO 2040 Long Range Transportation Plan Amendment

East Avenue from Port Entrance to SR 30 (US 98B) (4 Lanes)
CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue)
West Bay Parkway from SR 30A (US 98) in Walton County to SR 79

Bay County TPO 2040 Long Range Transportation Plan Amendment

West Bay Parkway from SR 30 (US 98) in Walton County to SR 79 (New 2 Lane/Widen to 4 Lanes)
Jenks Avenue from Baldwin Road to SR 390

Bay County TPO 2040 Long Range Transportation Plan Amendment

- Jenks Avenue from Baldwin Road to SR 390 (4 Lanes)
New Connector Road from CR 2321/SR 390 to Titus Road

Bay County TPO 2040 Long Range Transportation Plan Amendment

New Connector Road from CR 2321/SR 390 to Titus Road (2 Lanes)
Comments from the Public Workshops

May 13, 2019- Panama City Hall

1. Should Thomas Drive Interchange Phases I and II be included on the SIS Cost Feasible Plan?  
The US 98/Thomas Drive Interchange is included on the SIS was not a request from FDOT as part of this Long Range Transportation Plan cycle.

2. When is the deadline for comments?  
The deadline for comments was provided as the close of business on June 5, 2019

May 13, 2019- Gulf Coast State College

1. Are most of these projects mostly moving them from Non-SIS to SIS?  
The three Panama City Beach Parkway projects were projects that were moved from the Non-SIS to the SIS as result of its recent placement on the SIS. Other Projects were additional projects and additional money/phase added to the SIS. One Non-SIS Project, West Bay Parkway received additional money through Right-of-Way as result of the three Panama City Beach Parkway projects being moved to the SIS from the Non-SIS. Lastly, two of the projects were funded with local funds.

2. How does extra money get found by FDOT to allow these projects?  
The additional money and projects were identified in FDOT’s 2045 SIS Cost Feasible Plan.

3. How are estimates factored for inflation on construction projects  
The Cost Feasible Plan projects in the 2040 Long Range Transportation Plan are provided in Year of Expenditure Dollars which contain inflation factors by the time frames through 2040.

4. How will FDOT keep traffic from backing up on the beach road projects.  
Congestion and incidents will occur on roadways. A Traffic Management Center located at the Bay County Government Center monitors traffic on roadways in Bay County. Parallel roadways, traffic signal timing, and variable message signs are some of the ways to mitigate traffic congestion on the beach road projects. A Maintenance of Traffic Plan is also developed when a roadway is under construction.

5. Please explain the access management changes on Back Beach Road.  
FDOT has and will continue to look at access management issues on Back Beach Road on a case by case basis. FDOT applies the approved access management criteria, while taking into consideration the improvements that will be scheduled in the future 6-laning of Back Beach Road from Mandy Lane to the Hathaway Bridge. The Design Plans for the 6-laning of Back Beach Road will illustrate the Access Management changes from the current 4-lane configuration.

6. Who decides the Landscaping on these projects?  
FDOT provides the funding for Landscaping on state roads. Landscaping projects are identified in the FDOT Five-Year Work Program. Maintenance of the landscaping is provided by the local governments.

7. Will bike lanes be bigger on Back Beach Road?  
Bicycle Lanes for Back Beach road will be constructed to the state standards as identified in the Final Design Plans.
May 23, 2019

The Honorable Pamn Henderson
Chair, Bay County Transportation Planning Organization
4081 E. Olive Road, Suite A
Pensacola, Florida 32514

Re: 2040 LRTP Amendment Public Workshops

Dear Ms. Henderson,

As you know, the Bay County Chamber holds several transportation positions and priorities. These priorities create roadway continuity for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port and its inland intermodal park.

These projects will allow for the transport of goods and services around congested corridors, contributing to the economic development of Bay County while increase safety for citizens and visitors during hurricane evacuation or other emergencies.

The Chamber supports the Bay County Transportation Planning Organization and the proposed amendments that place emphasis on strategic intermodal systems and prioritize infrastructure projects that support economic vitality of Bay County; specifically amendments 6, 7, 8, 9, and 10.

Sincerely,

Will Cramer, Chairman of the Board

Carol Roberts, President/CEO

Enclosures: Bay County Chamber Transportation Priorities
Infrastructure: Bay Parkway, Panama City Beach
Infrastructure: State Road 390
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Transportation Priorities for Bay County Chamber

**Action Requested/Needed**

The Bay County Chamber is appreciative of the Bay County Transportation Planning Organization and the Florida Department of Transportation for their support in prioritizing and fully funding the following projects in the 5-year work program:

- FDOT Item-Segments 217875-2, 217875-3 and 217875-4, SR 390 (St Andrews Blvd), widen to 6 lanes from SR 368 (23rd Street) to SR 77
- FDOT Item-Segment 431684-1, US 98 Construct overpass at Tyndall Air Force Main Gate
- FDOT Item-Segment 424464-3, SR 388 (West Bay Parkway), widen to 4 lanes from SR 79 to the East of NWF Beaches International Airport
- FDOT Item Segment 217910-7, US 231 widen to 6 lanes from US 98 to north of SR 368 (23rd Street)
- FDOT Item-Segment 432284-1, East Avenue over Watson Bayou, Bridge Replacement
- Bay Parkway, Loop Road Phase 2 from Bay Parkway at Pier Park North to Nautilus Street

The Bay County Chamber requests that the Bay County Transportation Planning Organization and the Florida Department of Transportation acknowledge the following projects as priorities for the Bay County Chamber of Commerce:

- SR 390, widen to 6 lanes from SR 77 to SR 75 (US 231)
- US 98/Panama City Beach Parkway (Back Beach Road), widen to 6 lanes between Mandy Lane and Thomas Drive intersection
- SR 388 (West Bay Parkway), widen to 4 lanes from east of NWF Beaches International Airport to SR 77
- US 231, widen to 6 lanes from north of SR 368 (23rd Street) to Pipeline Road (includes East Avenue, widen to 4 lanes from Sherman Ave to Baldwin Road)
- SR 389, widen to 4 lanes from Port Entrance to SR 75 (US 231)

We believe the existing and continued growth in Bay County dictates an imminent need for capacity improvements along these corridors. Prioritization and full funding for the projects listed above will provide the transportation infrastructure required for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port of Panama City and its inland intermodal park, improve safety for hurricane evacuation, and facilitate successful economic growth in Bay County.
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Infrastructure: State Road 390

Action Requested/Needed
The Bay County Chamber of Commerce urges the state legislature to continue coordination with FDOT on designation of the segment of State Road (SR) 390 from SR 77 to SR 75 (US Hwy 231) as a Strategic Intermodal System (SIS) roadway and approve full funding to widen the roadway to six lanes. The SR 390 corridor provides a vital connection between the Port of Panama City and its inland intermodal facility located on US 231. The requested SIS designation and six-lane improvement will expedite the transport of freight around congested corridors within the community, contribute to the economic development of Bay County, and increase safety by facilitating hurricane evacuation.

Issue
SR 390 from SR 368 to SR 77 is a SIS highway connector and US Hwy 231 is a SIS highway corridor. The segment of SR 390 between SR 77 and US 231, if designated as a SIS highway connector, would provide for an additional continuous SIS highway connection between the seaport facilities at the Port of Panama City and the inland intermodal facility located along the US 231 SIS highway corridor and a SIS rail connector. The current SIS highway connector between the Port of Panama City and the US 231 SIS highway corridor is along US 98, a four lane corridor congested with local business within the City of Panama City that is not well suited for freight traffic or future widening.

Current Status:
FDOT has funded the six lane improvements for SR 390 from 23rd Street (SR 368) to SR 77 and the construction is currently ongoing. A Project Development and Environment Study for the requested segment of SR 390, from SR 77 to US Hwy 231, is also funded and ongoing. The road is currently a two-lane facility that is heavily traveled and has a failing level of service. The study is indicating that six lanes are required for current and future traffic levels. However, no funds are currently designated for the subsequent phases required for the design, right-of-way acquisition or construction for this vital missing segment of SR 390. The requested SIS highway connector designation and full funding for the SR 390 corridor will provide significant congestion relief and safety improvements while enhancing the significant contributions to the economic development of Bay County provide by the emerging SIS seaport at the Port of Panama City.
FY 2019 Bay County Chamber of Commerce
State Legislative Agenda Item

Infrastructure: Bay Parkway, Panama City Beach

**Action Requested/Needed**
The Bay County Chamber of Commerce supports the full funding of Bay Parkway and encourages the adoption of local, state, and federal funds to finance the projects should funding become available. New construction of segment 2 of Bay Parkway, from Pier Park Drive to Nautilus Road, and expanding the first segment of Bay Parkway, from State Road 79 to Pier Park Drive, from two lanes to four lanes, will significantly alleviate congestion and expedite the transport of goods around this congested area of the community. The improvements will contribute to the economic development of Bay County by providing enhanced connectivity to the airport and improve safety by reducing hurricane evacuation time.

**Issue**
U.S. 98, west of the Hathaway Bridge, is heavily traveled and portions currently have a failing level of service; a consequence of multiple corridors merging into a single corridor. This condition may worsen as development along these areas increases. The Bay Parkway (a municipal roadway) was designed to address traffic issues to help alleviate congestion and improve traffic safety.

Funding is awarded to communities based on population. Panama City Beach is unique in that while its population is approximately 13,000 permanent residents, there are approximately 17 million trips per year [FDOT 2015 Historical AADT Report] due to residents, part-time residents, visitors and tourists traveling on infrastructure that was designed to support a fraction of that amount. Consequently much of this corridor is operating at a failing roadway level of service.

With approximately 46,000 trips per day along the U.S.98/Panama City Beach Parkway corridor, the bypass at Nautilus Road may allow the intersection of U.S. 98 and S.R. 79 to operate 14% more efficiently per hour.

**Current Status**
The first segment of Bay Parkway was completed and opened for use on April 2017. This new two-lane typical roadway segment connects S.R. 79 to Pier Park Drive. Funding through the County Incentive Grant Program along with Bay County and Panama City Beach Infrastructure Surtax dollars are planned for the design and construction of Segment 2 (Pier Park Drive to Nautilus Road) with anticipated completion in 2020. Currently, although land is available, funding is not yet available the four-laning of segment 1.
ENCLOSURE C
ALL COMMITTEES
SUBJECT: Consideration of Resolution BAY 19-08 Approving the Scope of Work for the Regional Rural Transportation Plan

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: NA

BACKGROUND: The FDOT Office of Policy Planning provides guidance to Metropolitan Planning Organizations through identification of Planning Emphasis Areas in support of the Florida Transportation Plan. FDOT has identified a need for Rural Transportation Planning: MPOs are encouraged to 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.

In response, the Emerald Coast Regional Council (ECRC) has incorporated the need to develop a Regional Rural Transportation Plan by allocating a total of $108,000 for Task R.1 in the Fiscal Year 2019-2020 Unified Planning Work Programs (UPWP) from contributions from the three Transportation Planning Organizations (TPOs): Florida-Alabama, Okaloosa-Walton, and Bay County TPOs.

The focus for this effort is to:

- examine transportation patterns between rural areas and the Metropolitan Planning Area, and
- recommend potential boundary adjustments to facilitate regional rural planning and coordination.

The geographic extent of the study is the 10-county area bordering the existing Metropolitan Planning Area of each of the three TPOs and consists of the following counties: Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, and Gulf. Due to overlapping jurisdiction, coordination will include the Apalachee Regional Planning Council which serves Gulf County and with Jackson and Calhoun counties.

The consultant scope of services focuses on three major deliverables: (1) Rural/Regional Needs Map; (2) TPO Boundary Review & Recommendations; and (3) a Rural Transportation Plan. The Regional Rural Transportation Plan will examine how the rural transportation network links economic development, sustainability, and quality of life to the Metropolitan Planning Area. By direction of FDOT, recommendations identified in the rural transportation system must have a direct link to the Metropolitan Planning Area. In addition to developing a better understanding of the impact of the rural areas surrounding the TPOs, the study will also review and recommend possible changes to the current Metropolitan Planning Area boundaries to improve regional rural coordination. Needs will not be prioritized or quantified. A Cost Feasible Plan will not be developed.

This effort will be completed as a Task Work Order under the terms and conditions of the existing General Planning Consultant Memorandum of Agreement between FL-AL TPO, O-W TPO, Bay County TPO, and HDR Engineering. The ECRC will be responsible for stakeholder engagement and outreach. The final plan is anticipated in June 2020.

Attached are the following:
- Resolution BAY 19-08
- Draft Scope of Work

RECOMMENDED ACTION: Approval Resolution BAY 19-08 approving the scope of work for the Regional Rural Transportation Plan. For additional information please contact Mr. Cory Wilkinson, AICP CEP, HDR, at cory.wilkinson@hdrinc.com or 850-429-8944 or Ms. Jessica Smith, AICP, HDR at Jessica.Smith1@hdrinc.com; or 407-493-7120.
RESOLUTION BAY 19-08
A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE SCOPE OF WORK FOR THE REGIONAL RURAL TRANSPORTATION PLAN

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 FDOT Office of Policy Planning provides guidance to Metropolitan Planning Organizations through identification of Planning Emphasis Areas in support of the Florida Transportation Plan and as FDOT has identified a need for Rural Transportation Planning; and

WHEREAS, Emerald Coast Regional Council (ECRC) has incorporated a Regional Rural Transportation Plan by allocating a total of $108,000 for Task R.1 in the Fiscal Year 2019-2020 Unified Planning Work Programs (UPWP) from contributions from the Florida-Alabama, Okaloosa-Walton TPO and the Bay County TPOs;

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

The Bay County Transportation Planning Organization adopts the scope of work for the Regional Rural Transportation Plan.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 26th day of June 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: ____________________________
    Pamn Henderson, Chairwoman

ATTEST: _________________________
EMERALD COAST REGIONAL COUNCIL (ECRC)

Regional Rural Transportation Plan

DRAFT

Task Work Order

March 2019

Prepared by
HDR Engineering, Inc.
25 W Cedar St # 200
Pensacola, FL 32502
(850) 429-8944
cory.wilkinson@hdrinc.com

This Task Work Order is prepared for the Regional Rural Transportation Plan as identified in the Unified Planning Work Programs as Task R.1.
Introduction

The FDOT Office of Policy Planning develops Planning Emphasis Areas to support the Florida Transportation Plan and provide direction to Metropolitan Planning Organizations. For 2018, FDOT has provided the following guidance on Rural Transportation Planning.

MAP-21 defined the structure and responsibilities of designated regional transportation planning organizations in federal regulations for the first time. Florida Statutes include several provisions that require coordination with local governments including those in rural areas. Some rural communities in Florida face significant development pressures and need transportation investments to handle growing populations and economic activities. Others simply struggle to maintain their existing transportation system and with providing services to a spread-out community. MPOs are encouraged to 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.

The Emerald Coast Regional Council (ECRC) has incorporated the need to develop a Regional Rural Transportation Plan as Task R.1 in the Fiscal Year 2019-2020 Unified Planning Work Program (UPWP) for each of the three Transportation Planning Organizations (TPOs): Florida-Alabama TPO (FL-AL TPO), Okaloosa-Walton TPO (O-W TPO), and Bay TPO. The focus for this effort is to:

- Examine transportation patterns between rural areas and the current Metropolitan Planning Area boundaries.
- Recommend potential boundary adjustments to consider pockets of rural population that could be brought to the Metropolitan Planning Area due to opportunities that may create notable corridor demand.

By direction of FDOT, recommendations identified in the rural transportation system must have a direct link to the Metropolitan Planning Area.

This effort will be completed as a Task Work Order under the terms and conditions of the existing General Planning Consultant (GPC) Memorandum of Agreement between FL-AL TPO, O-W TPO, Bay TPO, and HDR dated October 30, 2018.

The Consultant scope of services consists of various tasks to produce three major deliverables:

1. Rural/Regional Needs Map
2. TPO Boundary Review & Recommendations
3. Rural Transportation Plan

The ECRC Regional Rural Transportation Plan will examine how the rural transportation network links economic development, sustainability, and quality of life in the Metropolitan Planning Area. For example, trails that go from cities to the rural area create both commuter and recreational opportunities, impact health, and use significantly less space than other transportation alternatives. Employment centers found in Metropolitan Planning Area often attract employees that choose to live in more rural areas due to a desired quality of life or for socioeconomic reasons. These movements interconnect rural and urban areas.
In addition to developing a better understanding of the impact of the rural areas surrounding the TPOs, the study will also review and recommend possible changes to the current Metropolitan Planning Area boundaries to improve regional rural coordination and in preparation for the 2020 US Census. The recommendations from this study will identify challenges and opportunities for how to best address future investments in the system to continue providing a sustainable and equitable transportation system.

Federal requirements for establishing and adjusting Metropolitan Planning Area boundaries are set out in 23 C.F.R 450.312. Metropolitan Planning Area boundaries must encompass the entire existing urbanized area plus the contiguous area expected to become urbanized within a 20-year forecast period. The Metropolitan Planning Area can include all or part of a given county; this can include areas that, due to their growth characteristics, are anticipated to become urbanized within the next 20 years.

The geographic extent of the Study is the 10-county area bordering the existing Metropolitan Planning Area of each of the three TPOs and consists of the following counties: Escambia, Santa Rosa, Okaloosa, Walton, Holmes, Washington, Bay, Jackson, Calhoun, and Gulf. The Regional Rural Plan geographic coverage is shown in green, the Metropolitan Planning Area boundary in brown, and the existing urbanized area of the three TPOs is hatched. Note that Bay County is included in total as part of the Regional Rural Plan at the request of the ECRC because Bay County is part of the Bay Gulf Holmes Washington Partnership (BGHWP). Baldwin County, Alabama is not included because the South Alabama Regional Planning Commission is the Rural Transportation Planning Organization for rural areas in Baldwin County.

Within the ECRC, there are two regional organizations that exist for oversight of regionally-significant transportation projects: the Northwest Florida Regional TPO (NWFRTPO), and the Bay Gulf Holmes Washington Partnership (BGHWP). The NWFRTPO covers the following counties: Escambia, Santa Rosa, Okaloosa, and Walton. The BGHWP covers the following counties: Bay, Gulf, Holmes, and Washington. The two regional organizations will be the approval authorities of this Scope. Due to overlapping jurisdiction, coordination will include the Apalachee Regional Planning Council for Jackson, Calhoun, and Gulf Counties.
Scope of Services

The Consultant scope of services consists of various tasks to produce three major deliverables:

1. Rural/Regional Needs Map
2. TPO Boundary Review & Recommendations
3. Rural Transportation Plan

There are five tasks:

1. Project Management and Coordination
2. Data Collection and Analysis
3. Stakeholder Engagement and Partnership
4. Map Development
5. Boundary Recommendations, Rural Transportation Plan Document

Each deliverable will require data collection and analysis to produce recommendations, as well as development of written documentation and mapping/graphic components.

Task 1 – Project Management and Coordination

ECRC will provide direction through the Transportation Planning Manager, and will be responsible for all aspects of Public Involvement and local government coordination. HDR will conduct monthly progress meetings with the ECRC to track project milestones and issues.

The Project will begin once written notice to proceed has been received from the ECRC. The Consultant will complete and submit the Rural Plan for review by the ECRC within approximately 12 months of receiving the written notice to proceed. The following proposed schedule is based on an estimated June 1, 2019 Notice to Proceed (NTP).

<table>
<thead>
<tr>
<th>Milestone / Deliverable</th>
<th>Due Date</th>
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<tbody>
<tr>
<td>Approval of Scope by ECRC &amp; TPOs</td>
<td>March – May 2019</td>
</tr>
<tr>
<td>Notice to Proceed</td>
<td>June 2019</td>
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<tr>
<td>Kick-off Project Team Meeting</td>
<td>June 2019</td>
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<tr>
<td>Monthly Project Team Meeting</td>
<td>On-Going</td>
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<tr>
<td>Public Engagement &amp; Partnership Development</td>
<td>On-Going</td>
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<tr>
<td>Map Draft (Deliverable)</td>
<td>January 2020</td>
</tr>
<tr>
<td>Needs Plan and Boundary Review Draft (Deliverable)</td>
<td>March 2020</td>
</tr>
<tr>
<td>Final Plan (Deliverable)</td>
<td>June 2020</td>
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</tbody>
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Tasks will be completed for a lump sum of $108,000 as defined in the Unified Planning Work Programs. Any additional work, meetings, or presentations will be considered additional work, and will require a supplemental agreement to this task assignment.
**Task 2 – Data Collection and Analysis**

Review population forecasts estimates and trends of the rural areas surrounding each TPO. Investigate demographics trends that would result in an increase in TPO population size. Review current rural transportation system data including freight movements, commuter routes, non-motorized trails, recreation, and traffic patterns directly impacting the Metropolitan Planning Area areas.

Review the following transportation planning, economic, and land use development documents as it relates to rural development in Northwest Florida and the immediately adjacent counties in Alabama.

- 2040 Florida-Alabama TPO Long Range Transportation Plan (LRTP), Amendments, Needs
- 2040 Bay TPO LRTP, Amendments, Needs
- 2040 Okaloosa-Walton TPO LRTP, Amendments, Needs
- National Highway System
- Florida Transportation Plan
- Florida Freight Mobility and Trade Plan
- Florida Rail System Plan
- FDOT Work Program
- FDOT SIS 2045 Multi-Modal Unfunded Needs Plan
- FDOT SIS 2029-2045 Long Range Cost Feasible Plan
- FDOT SIS 2nd 5-Year Plan
- Northwest Florida Transportation Corridor Authority Master Plan
- Florida Greenways and Trails Master Plan
- Associated Urban Growth Boundary Agreements
- Escambia County Comprehensive Plan
  - Mid-West Sector Plan Detailed Specific Area Plan (March 2011)
- Santa Rosa County Comprehensive Plan
- Okaloosa County Comprehensive Plan
- Walton County Comprehensive Plan
- Holmes County Comprehensive Plan
- Washington County Comprehensive Plan
- Jackson County Comprehensive Plan & Transportation System Plan
- Bay County Comprehensive Plan
  - Bay-Walton Sector Plan
- Calhoun County Comprehensive Plan
- Gulf County Comprehensive Plan
- Transportation Disadvantaged Service Plans
- Emerging Mega Regions America 2050
- Hurricane Evacuation Routes and Shelters
- Employment by Traffic Analysis Zone (Base Year 2010 and 2015)
- Population by Traffic Analysis Zone (Base Year 2010 and 2015)
- Community Traffic Coordinator’s routes for employment and medical
- Fixed Route Bus Service outside the Metropolitan Planning Area Boundaries (if any)
- Park and Ride Lots
- Journey to Work Data
- LOS Tables by County
- Rural Areas of Opportunity, FL Department of Economic Opportunity
Task 3 – Stakeholder Engagement and Partnership Opportunities

The ECRC will be responsible for development and implementation of a Public Involvement Plan.

HDR will develop an outreach survey with the objective to understand key transportation and land development topics of regional significance. The survey will seek to identify significant planned future developments, notable land use changes, or known deficiencies in corridor needs that link to the Metropolitan Planning Area areas. ECRC will be responsible for creation of the stakeholder mailing list, implementation of the survey, and follow-up. Survey results will be compiled by HDR in coordination with the ECRC.

HDR will prepare a presentation for the ECRC to use in public meetings, but will not be present at the public meetings due to limited funding in the UPWP. The scope does not include development of display boards or providing meeting materials. Presentations will be made by ECRC to:
- Northwest Florida Regional Transportation Planning Organization
- Bay Gulf Holmes Washington Partnership
- Apalachee Regional Planning Council

Key stakeholders are anticipated to include:

- Emerald Coast Regional Council
  - Florida-Alabama Transportation Planning Organization
  - Okaloosa-Walton Transportation Planning Organization
  - Bay Transportation Planning Organization
  - Northwest Florida Regional Transportation Planning Organization
  - Bay Gulf Holmes Washington Partnership
  - Community Transportation Coordinators (CTC) and Local Coordinating Boards
- Apalachee Regional Planning Council
- County Governments
  - Escambia
    - Escambia County Area Transit
  - Santa Rosa
  - Okaloosa
    - Emerald Coast Rider
  - Walton
  - Holmes
  - Washington
  - Jackson
  - Calhoun
  - Gulf
  - Bay
    - Bay Town Trolley
- State Government
  - Florida Department of Transportation
  - Florida Fish and Wildlife Conservation Commission
  - Northwest Florida Water Management District
  - Florida Department of Agriculture and Consumer Services
    - Florida Forest Service
o Florida Department of Environmental Protection
  • Office of Greenways and Trails
  • Northwest District
  • Division of State Lands
o Florida Department of Economic Opportunity
  • Northwest Rural Area of Opportunity
o Florida Division of Emergency Management

• Federal Government
  o U.S. Fish and Wildlife Service
  o U.S. Environmental Protection Agency
  o U.S. National Park Service
  o U.S. Forest Service

• Native American Tribes
  o Seminole Tribe of Florida
  o Mississippi Band of Choctaw Indians
  o Muscogee (Creek Nation)
  o Poarch Band of Creek Indians
  o Santa Rosa County Creek Indian Tribe

• Military
  o Florida Defense Alliance
  o Defense Support Initiative
  o Eglin Air Force Base
    • Duke Field
    • Hurlburt Field
  o Tyndall Air Force Base
  o Naval Air Station Pensacola
  o Naval Air Station Whiting Field
  o Naval Coastal System Center Panama City

• Economic Development
  o Haas Center at University of West Florida
  o Studer Community Institute
  o Florida’s Great Northwest
  o Florida West Economic Development Alliance
  o Opportunity Florida
  o Northwest Florida Forward
  o Walton County Economic Development Alliance
  o Bay County Economic Development Alliance

• Environmental and Conservation
  o 1000 Friends of Florida
  o The Nature Conservancy

• Tourist Development
  o Visit Florida
  o Emerald Coast Convention and Visitors Bureau
  o Escambia County Tourist Development Council
  o Santa Rosa County Tourist Development Office
  o Okaloosa County Tourist Development Council
  o Walton County Tourist Development Council
- Bay County Tourist Development Council
- Gulf County Tourist Development Council
- Washington County Tourist Development Council
- Jackson County Tourist Development Council
- Holmes County Tourist Development Council
- Calhoun County Florida Chamber of Commerce
- American Association of Retired Persons

- Freight
  - Florida Trucking Association

- Rail
  - Florida Railroad Association
  - CSX

- Water Ports
  - Port of Pensacola
  - Port of Panama City
  - Port of Port St. Joe

- Airports
  - Pensacola International Airport (PNS)
  - Northwest FL Beaches International Airport (ECP)
  - Bob Sikes Airport (CEW)
  - Destin-Fort Walton Beach Airport (VPS)
  - Peter Prince Field (Milton)
  - DeFuniak Springs Airport

- Recreation
  - West Florida Wheelmen
  - Florida Trail Association

- Agriculture
  - Agriculture Communicators of Florida
  - Florida Cattlemen’s Association
  - Florida Dairy Farmers
  - Florida Farm Bureau Federation
  - Florida Forestry Association

- Utilities
  - Gulf Power
  - Florida Gas Transmission
  - Escambia County Utilities Authority

- Timber / Private Development / Ranches / Large Landowners
  - The St. Joe Company
  - Homebuilders Association of West Florida
  - The Building Industry Association of Okaloosa and Walton Counties
  - Bay Building Industries Association
**Task 4 – Map Development**

Review current rural transportation system data including freight movements, commuter routes, tourist routes, non-motorized trails, recreation, military, agriculture, forestry, and traffic patterns directly impacting the Metropolitan Planning Area areas.

Develop a transportation system corridor-level Needs Map based on the survey results displaying the freight movements, commuter routes, non-motorized trails, recreation, and traffic patterns linking to Metropolitan Planning Area areas. Mapping will be an ESRI ArcGIS Online Interactive Map with Current TPO Project Priorities & Regional Rural Needs. Paper copies of the map will not be developed.

The latest version of the NWFRPM at the time of NTP will be used to assess future conditions. The future Cost Feasible Plan model results will be used to determine areas with v/c greater than 1 to identify areas of need. Model adjustments, calibration, or validation is not included in this scope.

**Task 5 – Boundary Recommendations, Rural Transportation Plan Document**

Assess potential Metropolitan Planning Area boundary adjustments to consider pockets of rural population that could be brought to the Metropolitan Planning Area due to opportunities that may create notable corridor demand. Map of current and proposed (if any) boundary changes. Recommendations shall be based on 23 CFR 4505.312 Metropolitan Planning Area Boundary Adjustments to consider the entire urbanized area plus the contiguous area expected to become urbanized within a 20-year forecast period; and consideration of potential expansion to cover the entire metropolitan statistical area (MSA) for: Pensacola-Ferry Pass-Brent MSA; Crestview-Fort Walton Beach-Destin MSA; Panama City-Lynn Haven MSA.

Based on the corridor analysis needs and survey responses, a multimodal set of improvements will be recommended for the transportation plan. Needs will not be prioritized or quantified in terms of cost or other factors. A Cost Feasible Plan will not be developed. A narrative assessment of the identified needs will be developed based on stakeholder survey results, and the corridor analysis.

The document development will include opportunities for revision:

- Table of Contents for review and approval by ECRC staff (two revisions – draft and final)
- Draft – Rural Transportation Plan (for internal review by ECRC)
- Adoption Draft – Rural Transportation Plan (for review/ adoption/approval by ECRC/other agencies)
- Final Document (Pending Adoption).

The final deliverable will be in Word and pdf formats. Printed paper copies or printed maps will not be provided.
MAJOR RESPONSIBILITIES OF THE CONSULTANT:

The CONSULTANT will:

- Conduct monthly progress meetings with the ECRC to track project milestones and issues.
- Review population forecasts estimates and trends of the rural areas surrounding each TPO. Investigate demographics trends that would result in an increase in TPO population size. Review current rural transportation system data including freight movements, commuter routes, non-motorized trails, recreation, and traffic patterns directly impacting the Metropolitan Planning Area areas.
- Review transportation planning, economic, land use development documents identified in Task 2.
- Develop an outreach survey with the objective to understand key transportation and land development topics of regional significance.
- Compile survey results in coordination with ECRC.
- Prepare a presentation for ECRC to use in public meetings.
- Develop a transportation system corridor-level Needs Map (ESRI ArcGIS Online Interactive Map) based on the survey result.
- Assess potential Metropolitan Planning Area boundary adjustments.
- Develop a multimodal set of improvements for the transportation plan.

MAJOR RESPONSIBILITIES OF THE ECRC STAFF:

The ECRC will:

- Develop and implement the Public Involvement Plan. ECRC will be responsible for all aspects of Public Involvement and local government coordination.
- Create and manage the stakeholder mailing list, distribute the survey, and prompt follow-up.
- Present plan updates to Northwest Florida Regional Transportation Planning Organization, Bay Gulf Holmes Washington Partnership, and Apalachee Regional Planning Council.
ENCLOSURE D

ALL COMMITTEES
SUBJECT: Consideration of Transportation Alternatives (TA) Program Management Task Order and review of TA Scoring Criteria

ORIGIN OF SUBJECT: Task C.4 of the Unified Planning Work Program (UPWP)

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Florida Department of Transportation TA Set-Aside grant is intended to fund a variety of small-scale transportation projects such as pedestrian and bicycle facilities, recreational trails, safe routes to school projects, community improvements such as historic preservation and vegetation management, and environmental mitigation related to stormwater and habitat connectivity. There is approximately $3 million available for District Three, with solicitation expected in the Fall of 2019.

The UPWP, which describes the planning work tasks and budget for each TPO fiscal year, includes anticipated contractual services. Based on direction from the TPO, additional workshops and consultant management for a portion of the TA application review was programmed. The Scope of Service outlines three tasks to be managed by the general consultant to ensure application review and communication with applicants are handled in a timely manner.

In anticipation of the TA solicitation in the Fall of 2019, TPO staff provided an opportunity for TCC members to provide input on the current scoring criteria content and procedures at a public workshop on May 23, 2019. Procedural clarifications are provided below:

- Independent 3rd party (consultant) to review and rank TA applications
- A maximum of two applications can be submitted per local jurisdiction that has representation on the TPO
- Support through resolution by the local jurisdiction for each project
- An application review workshop will be held following submittal deadline to review applications and preliminary scoring.

The draft TA scoring criteria with revisions based on solicited input can be found at: https://www.ecrc.org/document_center/Programs/Bay%20County%20TPO/Plans%20and%20Documents/DRAFT%20Bay%20TA%20Scoring%20Criteria%20.pdf

The criteria will be presented for consent in July. Please provide all comments on the draft TA Scoring Criteria by July 2, 2019. Comments may be submitted to Ms. Caitlin Cerame at caitlin.cerame@ecrc.org or at 850-332-7976, Extension 203.

Attached are the following:
- Task Order for TA program management Scope of Services
- Draft TA Scoring Criteria

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chairman to execute a task order for the TA program management scope of services. Please contact Caitlin Cerame, ECRC staff, at (850) 332-7976, Ext 203 or caitlin.cerame@ecrc.org if additional information is needed.
EMERALD COAST REGIONAL COUNCIL

Transportation Alternative Set-Aside (TA) Program Management

Task Work Order

Revision 3
May 2019

Prepared by
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Pensacola, FL 32502
(850) 429-8944
cory.wilkinson@hdrinc.com
Introduction

The Transportation Alternatives (TA) Set-Aside provides funding for programs and projects consistent with Fixing America's Surface Transportation (FAST) Act under 23 U.S.C. 133(h). These set-aside funds include all projects and activities defined as TA: On- and off-road pedestrian and bicycle facilities, infrastructure projects for improving non-driver access to public transportation, community improvement activities, environmental mitigation and projects for planning, designing or construction boulevards and other roadways largely in the right-of-way of former divided highways. All Counties in District 3 are eligible to apply. If located within a Transportation Planning Organization (TPO) area, the applicant must submit project(s) to the proper TPO to collectively prioritize for submittal to the Department.

The Emerald Coast Regional Council (ECRC) manages the TA Program under Task C.4. (Multi-Modal Planning) of the Unified Planning Work Program (UPWP) for each of the three TPOs. On March 12, 2019, the ECRC requested HDR prepare a Scope and Fee to manage specific elements of the TA Program as the ECRC TA Program Coordinator is accepting another position. Currently, no consultant services are identified in any of the three UPWPs for Task C.4.

This Scope of Services proposes tasks associated with the ECRC TA Program beginning in April 2019, subject to approval by ECRC.

<table>
<thead>
<tr>
<th>Year</th>
<th>Month</th>
<th>FDOT</th>
<th>ECRC</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>April</td>
<td>Constructability reviews and field estimates of prior submittal</td>
<td>TPO notification of Scoring Criteria Workshops</td>
</tr>
<tr>
<td></td>
<td>May</td>
<td>Scoring Criteria workshops in each of three TPOs</td>
<td>Scoring Criteria workshops in each of three TPOs</td>
</tr>
<tr>
<td></td>
<td>June</td>
<td>Revise Scoring Criteria, TPO review of draft changes to Scoring Criteria</td>
<td>Revise Scoring Criteria, TPO review of draft changes to Scoring Criteria</td>
</tr>
<tr>
<td></td>
<td>July</td>
<td>TPO approval of final Scoring Criteria</td>
<td>TPO approval of final Scoring Criteria</td>
</tr>
<tr>
<td></td>
<td>August</td>
<td>Work program review / project selection</td>
<td>Educational workshop with FDOT in each of three TPOs about TA Program and application process</td>
</tr>
<tr>
<td></td>
<td>September</td>
<td>Application Solicitation begins</td>
<td>Applications due to ECRC Dec 20</td>
</tr>
<tr>
<td></td>
<td>October</td>
<td>Application Solicitation continues</td>
<td>Application Review / Scoring Workshop of completed applications</td>
</tr>
<tr>
<td></td>
<td>November</td>
<td>Application deadline to FDOT</td>
<td>TPO approval of top 2 in each TPO</td>
</tr>
<tr>
<td></td>
<td>December</td>
<td>Priority List to FDOT</td>
<td>Submit final to FDOT</td>
</tr>
</tbody>
</table>

Per discussion with ECRC on April 1, 2019, this scope and associated fee has been modified to share responsibilities between ECRC and HDR. ECRC would be responsible for Tasks 2 and 3, and HDR would be responsible for Tasks 4, 5, and 6.
Scope of Services

HDR staff will provide the services provided below associated with the ECRC TA Program. Public Involvement coordination, notices, and outreach will be the responsibility of ECRC Staff.

SCOPE OF SERVICES TO BE PERFORMED BY HDR:

Task 1 Project Administration

The project will proceed under the direction of the Emerald Coast Regional Council (ECRC) Transportation Manager. The Project will begin once written notice to proceed has been received from the ECRC.

Task 2 Revise Scoring Criteria – to be completed by ECRC staff.

Solicit Input and Conduct Workshop

- **March.** Prepare agenda package for TPO (including TCC and CAC) for each of the three TPOs to solicit input from each of 3 TPOs (including TCCs and CACs) for potential revisions to Scoring Criteria.
- **April.** Present at each TPO (including TCC and CAC) for each of the three TPOs.
- **May.** Prepare for and conduct one two-hour workshop for each of 3 TPOs to solicit input for potential revisions to Scoring Criteria.
- ECRC staff will arrange and advertise public workshop and be responsible for public and attendee notifications.

Revise Criteria

- **June.** Based on workshop outcomes, revise Scoring Criteria.

TPO Review / Approval

- **June.** Present revised draft criteria to each of 3 TPOs (including TCCs and CACs) for review.
- **July.** For approval by TPOs (including TCCs and CACs)
- **August.** Incorporate and respond to review comments received on draft for each of the three TPOs.
Task 3 Provide Application Assistance and Education Workshop - to be completed by ECRC staff.

Provide Education Workshop – September. Prepare for and provide one 2-hour education workshop for each of the three TPOs to review the FDOT guidance on the TA Program and application. ECRC staff will arrange and advertise workshop and be responsible for public and attendee notifications.

Provide Assistance – October – December. Provide telephone and e-mail support to assist applicants in preparing TA applications. A maximum of 20 individual requests for assistance will be provided at an estimated 2 hours each.

Task 4 Receive and Evaluate Applications – to be completed by HDR

Receive Applications
- **December.** Receive all applications. Review for completeness.
- Notify applicant within 5 working days if application is accepted or if additional information is required.
- A maximum of 20 applications will be reviewed at an estimated 2 hours each.

Preliminary Application Evaluation
- **January.** Provide preliminary scoring of application based on approved scoring criteria.
- Prepare summary results for discussion at Application Review Workshop.
- A maximum of 20 applications will be reviewed at an estimated 2 hours each.

Task 5 Conduct Application Review Workshops - to be completed by HDR

Review Workshop
- **November.** Prepare agenda package for TPO (including TCC and CAC) for each of the three TPOs to notify each of 3 TPOs (including TCCs and CACs) of review workshop.
- **December.** Present to TPO (including TCC and CAC) for each of the three TPOs.
- **January.** Prepare for and conduct one four-hour workshop for each of 3 TPOs to review applications and preliminary scoring. Provide draft scores of completed applications through the ECRC web site prior to the workshop. At the workshop, the draft scoring of applications will be presented. The workshop participants will have the opportunity to review and provide input to modify the scoring for each application. Final scoring determination rests with the ECRC Transportation Manager or designee. Summarize meeting results.
- ECRC staff will arrange and advertise public workshops and be responsible for public and attendee notifications.
Task 6 Approve and Submit Final Applications - to be completed by HDR

Approve Applications
- **February** Based on the input received at the Application Review Workshops, provide final scoring of applications.
- **February** Submit to each TPO for review and approval. Prepare agenda package for TPO (including TCC and CAC) for each of the three TPOs to notify each of 3 TPOs (including TCCs and CACs) of final scored applications.
- **February** Present to TPO (including TCC and CAC) for each of the three TPOs to present final scored applications.

Submit Applications - Submit TPO-approved applications to FDOT from each TPO.
Transportation Alternatives Program

Project Scoring Criteria
Project Scoring Criteria Background

The Bay County Transportation Planning Organization (TPO) Transportation Alternatives Program (TAP) Project Scoring Criteria has been written to assist the Bay County TPO and advisory committees with the review and ranking of the submitted TAP applications. The purpose of the BAY COUNTY TPO TAP Project Scoring Criteria is to convey the BAY COUNTY TPO’s evaluation criteria in a quantified and logically organized fashion. The Project Scoring Criteria has been designed to be used in conjunction with the Florida Department of Transportation (FDOT) TAP Application. This allows potential applicants and project sponsors to internally score and evaluate their projects prior to the final submission.

On October 20th, 2015, TPO staff hosted a workshop for updating the current TAP Scoring Criteria. The DRAFT TAP Project Scoring Criteria from the workshop was presented for information, comments and review to the TPO Board and Advisory Committees on October 28th, 2015. The Final Draft of the Project Scoring Criteria addressed comments from the review period.

The Project Scoring Criteria addresses the state regulations, local considerations and generally supports the transportation goals of the Bay County TPO. The Project Scoring Criteria developed specific, quantifiable criteria that addresses each of the larger evaluation criterion. These criteria were selected and developed with a focus on the details while maintaining an understanding of the embedded Transportation Alternatives Program.
**Project Scoring Criteria Requirements**

The Transportation Alternatives Program (TAP) Project Scoring Criteria must be completed and submitted with the FDOT TAP Application to the TPO for project review and ranking.

**General Guidelines for Supplemental Data**

The Project Scoring Criteria is structured to enable the TAP application process at the Bay County TPO to be intuitive and easily interpreted for the applicant, the TPO staff, TPO Board and advisory committees. The Scoring Criteria is written with a focus to logically quantify physical attributes of the project, safety, connectivity, location efficiency, proximity to school, design quality, and environmental/archeological/historic preservation issues.

Supplemental data is requested and noted for certain criteria. Please note the following guidelines for supplemental data:

- Supplemental data that includes mapping, document references, and quantitative data must be included as an attachment/addendum to the Project Scoring Criteria.

- State Traffic Counts, Annual Average Daily Traffic (AADT) data must include the Florida Department of Transportation or Alabama Department of Transportation (ALDOT) County Code and Site Number.

- Local Traffic Counts must include a brief summary of the methodology; this includes the machine type, axle detection, vehicle classifications, the dates and the times that the traffic was counted. A traffic count of 48 hours is the minimum that will be accepted.

- References to planning documents must include the document title, year of adoption/publication and the section-chapter-page location of the referenced project. Where applicable, web site links to the referenced documents are encouraged.

- When asked to provide a brief description of a claimed criterion, please limit the description to one short paragraph.

- If a claimed criterion is mapped, please note that it is mapped in the Criterion Category.
Eligible Projects for the Transportation Alternatives Program:

TAP funds are available for specific project types. These project types are determined by the Federal Highway Administration, and generally include planning, design, or construction of projects previously eligible under the Safe Routes to School and Transportation Enhancements programs. Specific eligible project types include, but are not limited to:

- Provision of facilities for pedestrians and bicycles;
- Provision of safety and educational activities for pedestrians and bicyclists;
- Acquisition of scenic easements and scenic or historic sites;
- Scenic or historic highway programs;
- Rehabilitation and operation of historic transportation buildings, structures, or facilities;
- Preservation of abandoned railway corridors;
- Archaeological planning and research; and
- Environmental mitigation.

For a complete and detailed list of eligible project types, please reference FHWA’s on-line guidance:

http://www.fhwa.dot.gov/map21/guidance/guidetap.cfm

https://www.fhwa.dot.gov/fastact/factsheets/transportationalternativesfs.cfm

Who May Apply?

Eligible project sponsors are determined by the FHWA and should be Local Agency Program (LAP) certified:

- Local governments;
- Regional transportation authorities;
- Transit agencies;
- Natural resource or public land agencies;
- School districts, local education agencies, or schools;
- Tribal governments; and
- Any other local or regional governmental entity with responsibility for oversight of transportation or recreational trails (other than a metropolitan planning organization or State agency).

TPOs are not able to directly sponsor projects.
<table>
<thead>
<tr>
<th>Evaluation Category</th>
<th>Scoring (Maximum Points Possible)</th>
<th>Project Score</th>
</tr>
</thead>
<tbody>
<tr>
<td>Criterion 1</td>
<td>Safety</td>
<td>25</td>
</tr>
<tr>
<td>Criterion 2</td>
<td>Connectivity</td>
<td>15</td>
</tr>
<tr>
<td>Criterion 3</td>
<td>Proximity to Population Served</td>
<td>10</td>
</tr>
<tr>
<td>Criterion 4</td>
<td>Public Support</td>
<td>15</td>
</tr>
<tr>
<td>Criterion 5</td>
<td>Proximity to School</td>
<td>15</td>
</tr>
<tr>
<td>Criterion 6</td>
<td>Design Amenity Quality</td>
<td>10</td>
</tr>
<tr>
<td>Criterion 7</td>
<td>Environmental/Archaeological Projects/ Historic Preservation</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100</strong></td>
</tr>
<tr>
<td><strong>Bonus Points</strong></td>
<td>Criterion 8 Age of Project</td>
<td>5</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>100</strong></td>
</tr>
<tr>
<td><strong>Total Points Possible</strong></td>
<td></td>
<td><strong>105</strong></td>
</tr>
</tbody>
</table>
**Criterion 1: Safety** - The project is scored for making significant safety improvements to the existing and proposed transportation network. Please submit crash data to verify your selection for crashes within the project area.

*Crash data reports must use the Signal Four Analytics data. Please contact TPO staff if your application claims accidents that are not reported in the Signal Four database.*

<table>
<thead>
<tr>
<th>Crash Data for Project</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Low crash corridor = &lt; 3 pedestrian/cyclist incidents from the past 5 years</td>
<td>1</td>
</tr>
<tr>
<td>Moderate crash corridor = 3-10 pedestrian/cyclist incidents from the past 5 years</td>
<td>2</td>
</tr>
<tr>
<td>High crash corridor = &gt;10 pedestrian/cyclist incidents from the past 5 years</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Project is Designed to Avoid Moderate and High Crash Corridors</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Moderate crash corridor = 3-10 pedestrian/cyclist incidents from past 5 years</td>
<td>2</td>
</tr>
<tr>
<td>High crash corridor = &gt;10 pedestrian/cyclist incidents from past 5 years</td>
<td>3</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Safety Issue</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Posted speed limit over 30 mph in project area</td>
<td>1</td>
</tr>
<tr>
<td>Improves mobility for disabled, elderly or youth populations - <em>(Please provide an address and note location on map for the affected facility)</em></td>
<td>1</td>
</tr>
<tr>
<td>Improves access to areas within or adjacent to an area/zone with 50% of households below poverty rate- as defined by the Census</td>
<td>1</td>
</tr>
<tr>
<td>Project design encourages traffic calming or vehicle lane narrowing (road diet)</td>
<td>1</td>
</tr>
<tr>
<td>Reduces traffic volume in tourist/commercial areas</td>
<td>1</td>
</tr>
</tbody>
</table>
**Reduce Human Exposure** – Project reduces exposure between motor vehicles and vulnerable pedestrians and bicyclists by employing a “physical barrier” or “defined space” into the project design.

*Provide a brief description for each claimed criterion – notate on map where applicable.*

<table>
<thead>
<tr>
<th>Criterion</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Physical Separation Barrier</strong></td>
<td>1</td>
</tr>
<tr>
<td>A physical barrier includes, but is not limited to a pedestrian island, buffered sidewalk, protected bike lane, buffered curb, landscaping divide, or green way between road and proposed facility.</td>
<td></td>
</tr>
<tr>
<td><strong>Defined Space</strong></td>
<td>1</td>
</tr>
<tr>
<td>A “defined space” includes but is not limited to crosswalks, green lanes, striped bike lanes and a minimum 4-foot-wide shoulder.</td>
<td></td>
</tr>
</tbody>
</table>

**Vehicle Traffic**

The current Annual Average Daily Traffic (AADT) for the affected roadway facilities within the project area – from which exposure would be reduced by the project. The maximum radius for exposure is ¼ mile. Documented traffic counts at the county and city level will be accepted once the source and methodology is verified by TPO staff.

<table>
<thead>
<tr>
<th>Traffic Range</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>40,001+</td>
<td>12 pts</td>
</tr>
<tr>
<td>35,001-40,000</td>
<td>11 pts</td>
</tr>
<tr>
<td>30,001 to 35,000</td>
<td>10 pts</td>
</tr>
<tr>
<td>25,001-30,000</td>
<td>9 pts</td>
</tr>
<tr>
<td>20,001-25,000</td>
<td>8 pts</td>
</tr>
<tr>
<td>15,001-20,000</td>
<td>7 pts</td>
</tr>
<tr>
<td>10,001-15,000</td>
<td>6 pts</td>
</tr>
<tr>
<td>5,001-10,000</td>
<td>5 pts</td>
</tr>
<tr>
<td>4,001-5,000</td>
<td>4 pts</td>
</tr>
<tr>
<td>3,001-4,000</td>
<td>3 pts</td>
</tr>
<tr>
<td>2,001 – 3,000</td>
<td>2 pts</td>
</tr>
<tr>
<td>Less than 2,000</td>
<td>1 pt</td>
</tr>
</tbody>
</table>

**Total Points for Safety Criteria**
**Criterion 2: Connectivity** - Project improves the existing transportation network. This may include but is not limited to filling existing gaps in the current multi-modal network and/or creating new access points to public transit and pedestrian/cyclist amenities.

<table>
<thead>
<tr>
<th>General Connectivity - <em>Provide a brief description for each claimed criterion – notate on map where applicable</em></th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improves access to commercial areas</td>
<td>1</td>
</tr>
<tr>
<td>Improves access to parks and recreational areas</td>
<td>3</td>
</tr>
<tr>
<td>Provides pedestrian/bicycle facilities where none exist</td>
<td>3</td>
</tr>
<tr>
<td>Project conforms to any TPO, Local Government, Regional or State Plan for current or future connectivity</td>
<td>1</td>
</tr>
<tr>
<td>Fills a documented gap in an existing transportation network</td>
<td>2</td>
</tr>
<tr>
<td>Provides pedestrian/bicycle facilities between a K-12 School and a zoned residential area Demonstrates joint multi-jurisdictional partnership</td>
<td>2</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Transit Connectivity (select one) - <em>Transit stops must be noted on an attached project map</em></th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Connects to existing bike/ped facility &amp; does not connect to a transit stop</td>
<td>1</td>
</tr>
<tr>
<td>Connects to existing bike/ped facility &amp; &lt;1/2 mile from transit stop</td>
<td>2</td>
</tr>
<tr>
<td>Connects to existing bike/ped facility &amp; &lt;1/4 mile from transit stop</td>
<td>3</td>
</tr>
</tbody>
</table>

**Total Points for Connectivity Criteria**

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
</table>

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*Bay TPO June 2019 Agenda*
Criterion 3: **Proximity to Population Served Location Efficiency**— Project makes significant improvements to a facility in proximity to a medium-to-high density or intensive land use; project is in a municipal city center, historic pedestrian-scaled neighborhood, or otherwise important commercial corridor; project serves multiple destinations, allowing residents and/or tourists to access essential and leisure goods and services without using an automobile. Destinations can include retail stores, restaurants, pharmacies, churches, community centers, libraries, bars, employment centers, or any establishment where commercial or social activity occurs.

**Maximum Points Allowed:** 10

Does the project provide access to the following destinations of interest?

<table>
<thead>
<tr>
<th>Location Efficiency—Provide the name and location of each claimed destination</th>
<th>High Interest Select One (5 pts total)</th>
<th>Moderate Interest Select One (3 pts total)</th>
<th>Low Interest Select One (2 pts total)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Town Center – Square</td>
<td>Multi-Family Development</td>
<td>Low Density Single Family (detached single family developments)</td>
<td></td>
</tr>
<tr>
<td>Mixed Use Center</td>
<td>Park and Ride Lot</td>
<td>Post Office</td>
<td></td>
</tr>
<tr>
<td>Major Employment Center (over 150 employees) Office Park, Big Box Retail</td>
<td>Park</td>
<td>Bank</td>
<td></td>
</tr>
<tr>
<td>Transit Center/Station (serves multiple routes and networks)</td>
<td>Greenway</td>
<td>Bus Stop (typically a bench or 5-15 person shelter)</td>
<td></td>
</tr>
<tr>
<td>School: K-12 School Facility (within 2 miles)</td>
<td>Retail Center</td>
<td>Rural Road Bike Routes</td>
<td></td>
</tr>
<tr>
<td>University/College (direct connection)</td>
<td>Religious/Civic Center</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Hospital</td>
<td>Unique Destination (Tourist Destinations)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Entertainment Center Combination of Restaurants/Theaters/Music Venues</td>
<td>Health Care Clinic (multiple doctors on staff &lt; 5)</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Marinas</td>
<td>Libraries</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Recreation Facility (sport fields, gymnasium, etc)</td>
<td>Grocery Store/Farmers Market/Stationary Food Providers</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Hotels</td>
<td></td>
</tr>
</tbody>
</table>
**Criterion 4: Public Support** - Documented support can be in the form of resolutions, letters, and minutes of public record. Supporting documents can be gathered and submitted by public officials, neighborhood associations, homeowners associations, non-profit agencies, or other community-based organizations.

<table>
<thead>
<tr>
<th>Public Support (select one)</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Resolution Letter of support from 1 local government + 2 letters of support (1 letter from a private source and 1 from a public source)</td>
<td>10</td>
</tr>
<tr>
<td>Resolution Letter of support from 2 local governments; or a letter-resolution of support from 1 local government + 4 letters of support (2 letters from a private source and 2 from a public source)</td>
<td>15</td>
</tr>
</tbody>
</table>

*letters of support must be dated within the past 3 years

**Criterion 5: Proximity to School** - Projects within 0-2 mile radius of a school receive special preference, as they combine safety goals with connectivity and educational goals. Projects that focus on the pedestrian/cyclist access to schools are strongly encouraged to submit an application through the Safe Routes to Schools program.

<table>
<thead>
<tr>
<th>Proximity to School - List the name and address of schools within the 2-mile project radius</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project &gt;2 miles from a school</td>
<td>0</td>
</tr>
<tr>
<td>Project within 1-2 miles of a school</td>
<td>10</td>
</tr>
<tr>
<td>Project within 1 mile of a school</td>
<td>15</td>
</tr>
</tbody>
</table>

**Total Points for Proximity to School Criteria**
**Criterion 6: Design Amenities Quality** - Points awarded based on the quality of the facility, and based on non-motorized transportation facility design standards as follows:

<table>
<thead>
<tr>
<th>General Design - <em>Provide a brief description for each claimed criterion — note on map where applicable</em></th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Addresses both walking and biking</td>
<td>2</td>
</tr>
<tr>
<td>Buffered/Protected bicycle lane, and/or separated multiuse path &gt; 5, or sidewalk &gt; 5'</td>
<td>2</td>
</tr>
<tr>
<td>Provides bike parking or seating for pedestrians</td>
<td>1</td>
</tr>
<tr>
<td>Provides trailheads, staging areas and parking</td>
<td>1</td>
</tr>
<tr>
<td>Provides desirable amenities such as fitness stations, public art, pedestrian scale lighting, unique way finding, repair stands, etc.</td>
<td>1</td>
</tr>
<tr>
<td>Prior Phases of this project are under construction or have been completed. <em>Provide documentation for the prior phases.</em></td>
<td>1</td>
</tr>
<tr>
<td>All Right of Way has been secured or none is needed</td>
<td>2</td>
</tr>
</tbody>
</table>

**Total Points Design Amenities Quality Criteria**
## Criterion 7: Environmental/Archaeological Projects/
Historic Preservation

<table>
<thead>
<tr>
<th>Environmental/Archaeological Projects/Historic Preservation</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Project includes elements that use renewable energy sources, semi permeable materials, recycled materials or other green technologies.</td>
<td>1</td>
</tr>
<tr>
<td>Restores or preserves environmentally sensitive lands, cultural resources or agricultural lands; or conversion and use of abandoned railroad corridors for trails for pedestrians, bicyclists, or other non-motorized transportation users</td>
<td>1</td>
</tr>
<tr>
<td>Includes an environmental mitigation plan - project is in proximity to environmentally sensitive lands, cultural resources or agricultural lands and there is a plan to <strong>avoid, minimize or mitigate impacts</strong></td>
<td>1</td>
</tr>
<tr>
<td>Includes community partnership between governmental and non-governmental organizations</td>
<td>1</td>
</tr>
<tr>
<td>Relieves a threat to an existing historic resource; or historic preservation and rehabilitation of historic transportation facilities</td>
<td>1</td>
</tr>
<tr>
<td>Construction of turnouts, overlooks, and viewing areas</td>
<td>1</td>
</tr>
<tr>
<td>Project enhances access to an existing or planned activity center. (Planned activity centers must be defined in a Capital Improvement Plan or similar document that shows construction beginning in 5 years.)</td>
<td>1</td>
</tr>
<tr>
<td>Removes existing visual blighting influence; or substantially enhances visual environment; inventory, control, or removal of outdoor advertising</td>
<td>1</td>
</tr>
<tr>
<td>Vegetation management practices in transportation rights-of-way to improve roadway safety, prevent against invasive species, and provide erosion control</td>
<td>1</td>
</tr>
<tr>
<td>Provides bike-ped access to deter automobile access to environmentally sensitive areas; or other pollution abatement activities as described in \textit{23 U.S.C. 101(a)(29) (MAP-21 §1103)} \textit{23 U.S.C. 133 (h) (3) (FAST Act § 1109)}</td>
<td>1</td>
</tr>
</tbody>
</table>

### Total Points for Environmental/Archaeological Projects/ Historic Preservation Criteria
**Criterion 8: Age of Project Bonus Points:** Please provide documentation of previous date of project submittal.

<table>
<thead>
<tr>
<th>Age of Project</th>
<th>Pts</th>
</tr>
</thead>
<tbody>
<tr>
<td>Age of Project: 1 point per year, capped at 5 years</td>
<td>1-5</td>
</tr>
</tbody>
</table>

| Total Bonus Points for Age of Project               |     |
**Information Only** — The following answers are for the TPO project review and will not be scored

<table>
<thead>
<tr>
<th>Total project cost:</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Does the submitted budget include contributions from the sponsor and involved municipalities? Define the amount of local contributions, which may include in-kind services or ROW donation.</td>
<td></td>
</tr>
<tr>
<td>Total length of the project (miles)?</td>
<td></td>
</tr>
<tr>
<td>How many intersections are located within the project boundaries?</td>
<td></td>
</tr>
<tr>
<td>Does the project address a unique safety issue not detailed in the Safety Criteria?</td>
<td></td>
</tr>
<tr>
<td>Project Readiness – Project Phase as submitted:</td>
<td>Conceptual Only</td>
</tr>
</tbody>
</table>
Definitions for Criterion 3 – Location Efficiency Proximity to Population Served

**High Interest Destinations:** These are common, highly-trafficked destinations within a particular city, town, or region.

**Town Center/Square:** Downtown or central business district of a city or town.

**Mixed Use Center:** An integrated development project which combines multiple uses within individual buildings or sites. Example: A retail development with residential units above or adjacent.

**Major Employment Center:** A dense collection of retail or non-retail employment locations, where the percentage of employers is significantly higher than that of surrounding areas. Typically, total employment will exceed 150 employees. Example: An office park or big box retail.

**Transit Center:** A station or hub which serves as the central location for multiple routes or networks.

**School:** Any K-12 school facility located within 1/2 mile of project/facility.

**University/College:** Any public or private university, college, or community college.

**Entertainment Center:** A combination of restaurants, theaters, music venues or other entertainment venues within a centralized location.

**Marinas:** A specially designed harbor with moorings for pleasure craft and small boats.

**Recreation Facility:** A public facility that provides infrastructure and amenities for organized sports. Example: a sports complex with multiple soccer fields, gymnasiums or other leisure sports.

**Moderate Interest Destinations:** These are common, moderately-trafficked destinations, typically found in many cities and towns.

**Multi-family Development:** Multiple residential housing units located in one building/structure, or multiple buildings within one complex. Example: Apartment complex.

**Park-n-Ride Lot:** A designated parking location which allows drivers to park private automobiles, bicycles, or other vehicles, and access public transportation or transit.

**Park:** Regional, local, or neighborhood space for passive or active recreation.

**Greenway:** A natural or paved path, typically located outside of vehicular rights-of-way, intended for non-motorized active transportation.

**Retail Center:** A collection of retail locations where the percentage of retailers is significantly higher than that of surrounding areas.

**Religious/Civic Center:** A private or public venue which offers religious or civic services to the general public.
**Unique Destination / Tourist Destination:** A specific destination of civic or cultural value which attracts visitors, is unique to a particular city, town, or county, and may not satisfy other destination descriptions.

**Health Care Clinic:** These can include facilities with less than 10 doctors on staff.

**Libraries:** A physical location which provides access to reading materials such as books, periodicals, and newspapers, and often other forms of video or audio media.

**Rural Road Bike Routes Rural:** Suburban roads which typically do not include prescribed bicycle facilities, but may be signed as state, historic, scenic, or recreational bicycle routes.

**Food Options:** Large and small grocery stores, farmer's markets, or fresh foods. Other local, stationary food providers will be considered.

**Hotels:** Hotels, motels, and other commercial establishments offering lodging, meals, and other guest services.

**Low Interest Destinations:** These are common destinations, which typically experience less human traffic.

**Low Density Single Family Development:** Detached single family developments which can be found in rural, suburban, and urban environments.

**Bus Stop:** Typically, a bench, or 5 to 15 person shelter.
ENCLOSURE E
ALL COMMITTEES
SUBJECT: Election of Technical Coordinating Committee (TCC) and Citizens’ Advisory Committee (CAC) Chair and Vice Chair for Fiscal Year (FY) 2020 (July 1, 2019 through June 30, 2020)  
PLEASE NOTE: TCC and CAC NOMINATING COMMITTEES ARE TO MEET 15 MINUTES PRIOR TO REGULAR MEETING TIME

ORIGIN OF SUBJECT: TPO Bylaws

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Each year at the June meeting the TPO and advisory committees should elect a chairman and vice chairman for the next fiscal year. The 2020 fiscal year begins July 1, 2019.

During the April 2019 meeting, the Bay County TPO elected its leadership at their meeting. The TCC and CAC chose to have a nominating committee to select candidates for their FY 2020 chair and vice chair. The following TCC and CAC members agreed to serve on the nominating committees:

**TCC: Nominating Committee meeting is at 10:45 a.m. at the Bay Government Center:**
Keith Bryant
Marc Mackey
Kelly Jenkins
John Skaggs was selected as the alternate

**CAC: Nominating Committee meeting is at 1:15 p.m. at the Bay Government Center:**
Leon Miller
Walter Akins
John Lincoln
Guy York was selected as the alternate

Attached are the following:
- TCC Membership Roster
- CAC Membership Roster

RECOMMENDED ACTION: Election of BAY TCC and CAC chair and vice chairs to serve for FY 2020. This action is recommended to comply with the TPO bylaws. Please contact Mr. Cameron Smith, ECRC staff, at 1-800-332-7976, Extension 207 or Cameron.Smith@ecrc.org if additional information is needed.
## Bay County TCC Voting Members Roster

### BAY COUNTY

**County Engineering Office**

KEITH BRYANT ENGINEER  
BAY COUNTY  
840 W 11TH STREET  
PANAMA CITY FL 32401  
Contact email: kbpilignt@baycountyfl.gov  
Contact Phone: (850) 248-8740  
Contact FAX: (850) 248-8749

### County Planning Office

IAN CRELLING PLANNER  
BAY COUNTY  
840 W 11TH STREET  
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### County Traffic Engineering Office

MARC MACKEY ENGINEER VICE CHAIR  
BAY COUNTY  
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Contact Phone: (850) 248-8741  
Contact FAX: (850) 248-8749

### BAY TOWN TROLLEY

GENE KEEN OPERATIONS/SAFETY MANAGER CHAIR  
BAY TOWN TROLLEY  
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PANAMA CITY FL 32401  
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Contact Phone: (850) 215-7083

### CITY OF CALLAWAY

**City Manager's Office**

EDDIE COOK CITY MANAGER  
CITY OF CALLAWAY  
6601 E HIGHWAY 22  
CALLAWAY FL 32404  
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Contact Phone: (850) 215-6691  
Contact FAX: (850) 871-2444

### CITY OF LYNN HAVEN

**Planning Department**

AMANDA RICHARD CITY PLANNER  
CITY OF LYNN HAVEN  
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LYNN HAVEN FL 32444  
Contact email: arichard@cityoflynnhaven.com  
Contact Phone: (850) 265-2121  
Contact FAX: (850) 265-8931

### CITY OF MEXICO BEACH

**City Administrator**

MELL SMIGIELSKI CITY ADMINISTRATOR  
CITY OF MEXICO BEACH  
PO BOX 13425  
MEXICO BEACH FL 32410  
Contact email: mell@mexicobeachgov.com  
Work Phone: (850) 648-5700
# Bay County TCC Voting Members Roster

## CITY OF PANAMA CITY BEACH

**Planning Department**

KELLY P JENKINS PLANNER  
CITY OF PANAMA CITY BEACH  
110 SOUTH ARNOLD ROAD  
PANAMA CITY BEACH FL 32413

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Contact Phone: (850) 233-5054 Ext: 2414  
Contact FAX: (850) 233-5116

## NAVAL COASTAL SYSTEMS STATION

**Public Works Office**

JOHN SKAGGS COMMUNITY PLANNER  
NAVAL COASTAL SYSTEMS STATION  
101 VERNON AVENUE  
PANAMA CITY BEACH FL 32408

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Contact Phone: (850) 234-4154  
Contact FAX: (850) 234-4774

## NORTHWEST FLORIDA BEACHES INTERNATIONAL AIRPORT

RICHARD MCCONNELL  
NORTHWEST FLORIDA BEACHES INTERNATIONAL AIRPORT  
6300 WEST BAY PARKWAY  
PANAMA CITY FL 32409

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## PANAMA CITY

**Engineering Services Department**

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CITY OF PANAMA CITY  
819 E. 11TH STREET # 102  
PANAMA CITY FL 32401

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## Public Works Director

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PANAMA CITY FL 32402

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Contact Phone: (850) 872-3015  
Contact FAX: (850) 872-3077

## PANAMA CITY PORT

**Port Authority Director's Office**

CHARLIE LEWIS DEPUTY DIRECTOR  
PANAMA CITY PORT AUTHORITY  
5321 W HIGHWAY 98  
PANAMA CITY FL 32401

Contact email: clewis@portpanamacityusa.com  
Contact Phone: (850) 767-3220  
Contact FAX: (850) 767-3235

WAYNE STUBBS EXECUTIVE DIRECTOR  
PANAMA CITY PORT AUTHORITY  
5321 W HIGHWAY 98  
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Contact email: wstubbs@portpanamacityusa.com  
Contact Phone: (850) 767-3220  
Contact FAX: (850) 767-3235
# Bay County TCC Voting Members Roster

## PANAMA CITY/BAY CO AIRPORT

PARKER W MCCLELLAN JR EXECUTIVE DIRECTOR  
NORTHWEST FLORIDA BEACHES INTERNATIONAL AIRPORT  
6300 WEST BAY PARKWAY  
PANAMA CITY BEACH FL 32409

- **Contact email:** pmcclellan@pcairport.com  
- **Contact Phone:** (850) 636-8965

## PARKER

Public Works

TONY SUMMERLIN SUPERVISOR  
CITY OF PARKER  
1001 WEST PARK STREET  
PARKER FL 32404

- **Contact Phone:** (850) 871-5599

## SPRINGFIELD

City Clerk’s Office

LEE PENTON CITY CLERK  
CITY OF SPRINGFIELD  
3529 E 3RD STREET  
SPRINGFIELD FL 32401-3717

- **Contact email:** dpenton@springfield.fl.gov  
- **Contact Phone:** (850) 872-7570 Ext: 113  
- **Contact FAX:** (850) 747-5663

## TYNDALL AFB

Planning Department

TRAYCEE VERDUN-CHAPMAN Installation Comprehensive Planner & Air Force Community Partnership Program Liaison  
TYNDALL AIR FORCE BASE  
325 CEN/CENPL 119 ALABAMA AVENUE  
TYNDALL AIR FORCE BASE FL 32403

- **Contact email:** traycee.chapman@us.af.mil  
- **Contact Phone:** (850) 283-4206
Bay County CAC Voting Members Roster

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Contact email</th>
<th>Contact Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>WALTER R AKINS</td>
<td>2450 PRETTY BAYOU BLVD PANAMA CITY FL 32405</td>
<td><a href="mailto:wakins@qal.us">wakins@qal.us</a></td>
<td>(850) 252-3351</td>
</tr>
<tr>
<td>PAMELA DORWARTH</td>
<td>6200 N LAGOON DR APT A4 PANAMA CITY BEACH FL 32408</td>
<td><a href="mailto:pamdonwarth@yahoo.com">pamdonwarth@yahoo.com</a></td>
<td>(850) 230-8222</td>
</tr>
<tr>
<td>ALI C FROHLICH</td>
<td>905 DOLPHIN HARBOUR DR PANAMA CITY BEACH FL 32407-5437</td>
<td><a href="mailto:aliandserra@knology.net">aliandserra@knology.net</a></td>
<td>(850) 230-5868</td>
</tr>
<tr>
<td>WILDA HODGE</td>
<td>630 E 9TH STREET PANAMA CITY FL 32401</td>
<td><a href="mailto:wwhodge@aol.com">wwhodge@aol.com</a></td>
<td>(850) 819-5171</td>
</tr>
<tr>
<td>MARTY KIRKLAND</td>
<td>7519 N GAINER BAYOU ROAD PANAMA CITY FL 32409</td>
<td><a href="mailto:makruns@yahoo.com">makruns@yahoo.com</a></td>
<td>(850) 784-4090</td>
</tr>
<tr>
<td>JOHN LINCOLN III</td>
<td>P O BOX 16075 PANAMA CITY FL 32405</td>
<td><a href="mailto:jdlincoln3@comcast.net">jdlincoln3@comcast.net</a></td>
<td>(850) 866-2437</td>
</tr>
<tr>
<td>LEON MILLER</td>
<td>1508 MISSISSIPPI AVENUE LYNN HAVEN FL 32444</td>
<td><a href="mailto:lmlille4@gmail.com">lmlille4@gmail.com</a></td>
<td>(850) 265-8572</td>
</tr>
</tbody>
</table>
### Bay County CAC Voting Members Roster

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact email</th>
<th>Contact Phone</th>
<th>Contact FAX</th>
</tr>
</thead>
<tbody>
<tr>
<td>JAMES PRETLOW</td>
<td><a href="mailto:jpretlow@comcast.net">jpretlow@comcast.net</a></td>
<td>(850) 832-0294</td>
<td>(850) 249-3624</td>
</tr>
<tr>
<td>4115 COBALT CIRCLE UNIT# P 081</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PANAMA CITY BEACH FL 32408</td>
<td></td>
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<tr>
<td>THOMAS ROBINSON, MD</td>
<td><a href="mailto:ttkrobinson@hotmail.com">ttkrobinson@hotmail.com</a></td>
<td>(850) 708-1278</td>
<td></td>
</tr>
<tr>
<td>106 FLAVIA STREETET</td>
<td></td>
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<td></td>
</tr>
<tr>
<td>PANAMA CITY BEACH FL 32407</td>
<td></td>
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<tr>
<td>JO ANN M STONE BRANCH COMPLIANCE OFFICER</td>
<td><a href="mailto:jmc_32405@yahoo.com">jmc_32405@yahoo.com</a></td>
<td>(850) 866-5387</td>
<td></td>
</tr>
<tr>
<td>CHANNEL RESOURCES INC</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>22027 LAKEVIEW DRIVE</td>
<td></td>
<td></td>
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<tr>
<td>PANAMA CITY BEACH FL 32413</td>
<td></td>
<td></td>
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<tr>
<td>PATTY J STROHMENGER</td>
<td><a href="mailto:patstroh1@aol.com">patstroh1@aol.com</a></td>
<td>(850) 769-5998</td>
<td></td>
</tr>
<tr>
<td>P O BOX 1214</td>
<td></td>
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</tr>
<tr>
<td>PANAMA CITY FL 32402</td>
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<td></td>
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</tr>
<tr>
<td>GUY YORK VICE CHAIR</td>
<td><a href="mailto:ggyork@comcast.net">ggyork@comcast.net</a></td>
<td></td>
<td></td>
</tr>
<tr>
<td>7552 COLERIDGE ROAD</td>
<td></td>
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<td></td>
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<tr>
<td>PANAMA CITY FL 32404</td>
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</table>
SUBJECT: Consideration of Appointing an Alternate Member to the Bay Town Trolley Advertising Subcommittee

ORIGIN OF SUBJECT: Emerald Coast Regional Council Staff

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Section 1.13 of the Bay County TPO bylaws states:

TPO subcommittees may be designated by the TPO as necessary to investigate and report on specific subject areas of interest to the TPO.

In May of 2017, the TPO approved the appointment of four members to serve on the Bay Town Trolley Advertising Subcommittee. There is a vacancy on this committee and a replacement is needed. Current members are the following:

- Mayor Pamn Henderson, Chair
- Commissioner Tommy Hamm
- Commissioner Hector Solis
- Commissioner Mike Nichols

Attached is the following:
- Bay County TPO roster

RECOMMENDED ACTION: Approval of a motion appointing an alternate member of the Bay County TPO to the Bay Town Trolley Advertising Subcommittee. This action is recommended to maintain membership on the subcommittee. Please contact Ms. Tiffany Bates, ECRC staff, at 1-800-226-8914, Extension 217 or tiffany.bates@ecrc.org if additional information is needed.
# Bay County TPO Members Roster

## BAY COUNTY COMMISSION

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Contact email</th>
<th>Contact Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>KEITH BAKER</td>
<td><a href="mailto:kbaker@baycountyfl.gov">kbaker@baycountyfl.gov</a></td>
<td>(850) 248-8142</td>
</tr>
<tr>
<td>ROBERT CARROLL</td>
<td><a href="mailto:rcarroll@baycountyfl.gov">rcarroll@baycountyfl.gov</a></td>
<td>(850) 248-8142</td>
</tr>
<tr>
<td>WILLIAM T DOZIER</td>
<td><a href="mailto:wdozier@baycountyfl.gov">wdozier@baycountyfl.gov</a></td>
<td>(850) 248-8142</td>
</tr>
<tr>
<td>PHILIP GRIFFITTS</td>
<td><a href="mailto:pgriffitts@baycountyfl.gov">pgriffitts@baycountyfl.gov</a></td>
<td>(850) 248-8142</td>
</tr>
<tr>
<td>TOMMY HAMM</td>
<td><a href="mailto:thamm@baycountyfl.gov">thamm@baycountyfl.gov</a></td>
<td>(850) 248-8142</td>
</tr>
</tbody>
</table>

## CITY OF CALLAWAY

<table>
<thead>
<tr>
<th>Commissioner</th>
<th>Contact email</th>
<th>Contact Phone</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAVID GRIGGS</td>
<td><a href="mailto:commissionergriggs@cityofcallaway.com">commissionergriggs@cityofcallaway.com</a></td>
<td>(850) 819-1951</td>
</tr>
<tr>
<td>PAMN HENDERSON</td>
<td><a href="mailto:mayor@cityofcallaway.com">mayor@cityofcallaway.com</a></td>
<td>(850) 871-2444</td>
</tr>
</tbody>
</table>
## Bay County TPO Members Roster

<table>
<thead>
<tr>
<th>City</th>
<th>Name</th>
<th>Position</th>
<th>Contact Email</th>
<th>Contact Phone</th>
<th>Contact FAX</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>CITY OF LYNN HAVEN</strong></td>
<td>Margo Anderson</td>
<td>Mayor</td>
<td><a href="mailto:mayor@cityoflynnhaven.com">mayor@cityoflynnhaven.com</a></td>
<td>(850) 814-6001</td>
<td></td>
</tr>
<tr>
<td></td>
<td>City of Panama City Beach</td>
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<td></td>
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</tr>
<tr>
<td></td>
<td>Pat Perno</td>
<td>Commissioner</td>
<td><a href="mailto:comm_perno@cityoflynnhaven.com">comm_perno@cityoflynnhaven.com</a></td>
<td>(850) 265-2121</td>
<td>(850) 265-8931</td>
</tr>
<tr>
<td><strong>CITY OF MEXICO BEACH</strong></td>
<td>Jerry Wallace</td>
<td>Council Member</td>
<td><a href="mailto:j.wallace@mexicobeachgov.com">j.wallace@mexicobeachgov.com</a></td>
<td>(850) 648-5700</td>
<td></td>
</tr>
<tr>
<td><strong>CITY OF PANAMA CITY BEACH</strong></td>
<td>Geoff McConnell</td>
<td>Council Member</td>
<td><a href="mailto:gmconnell@pcbgov.com">gmconnell@pcbgov.com</a></td>
<td>(850) 233-5100</td>
<td>(850) 233-5108</td>
</tr>
<tr>
<td></td>
<td>Hector Solis</td>
<td>Councilman</td>
<td><a href="mailto:hsolis@pcbgov.com">hsolis@pcbgov.com</a></td>
<td>(850) 238-8038</td>
<td></td>
</tr>
<tr>
<td><strong>CITY OF PARKER</strong></td>
<td>Ken Jones</td>
<td>Councilman</td>
<td><a href="mailto:kenjones@cityofparker.com">kenjones@cityofparker.com</a></td>
<td>(850) 871-4104</td>
<td></td>
</tr>
<tr>
<td><strong>CITY OF SPRINGFIELD</strong></td>
<td>Topeka Humphries</td>
<td>Commissioner</td>
<td><a href="mailto:thumphries@springfield.fl.gov">thumphries@springfield.fl.gov</a></td>
<td>(850) 872-7570</td>
<td>(850) 474-5663</td>
</tr>
</tbody>
</table>
### PANAMA CITY COMMISSION

<table>
<thead>
<tr>
<th>Name</th>
<th>Contact email</th>
<th>Contact Phone</th>
<th>Work Phone</th>
<th>Contact FAX</th>
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</thead>
<tbody>
<tr>
<td>KENNETH BROWN COMMISSIONER</td>
<td><a href="mailto:kbrown@pcgov.org">kbrown@pcgov.org</a></td>
<td>(850) 872-3002</td>
<td>(850) 785-2519</td>
<td>(850) 747-5964</td>
</tr>
<tr>
<td>CITY OF PANAMA CITY</td>
<td></td>
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<tr>
<td>P O BOX 1880</td>
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<tr>
<td>PANAMA CITY FL 32402</td>
<td></td>
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</tr>
<tr>
<td>GREG BRUDNICKI MAYOR</td>
<td><a href="mailto:gbrudnicki@pcgov.org">gbrudnicki@pcgov.org</a></td>
<td>(850) 872-3002</td>
<td></td>
<td>(850) 747-5964</td>
</tr>
<tr>
<td>CITY OF PANAMA CITY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>P O BOX 1880</td>
<td></td>
<td></td>
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</tr>
<tr>
<td>PANAMA CITY FL 32402</td>
<td></td>
<td></td>
<td></td>
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</tr>
<tr>
<td>JENNA FLINT HALIGAS COMMISSIONER</td>
<td><a href="mailto:Jhaligas@pcgov.org">Jhaligas@pcgov.org</a></td>
<td>(850) 872-3001</td>
<td></td>
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<tr>
<td>CITY OF PANAMA CITY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>227 S COVE TERRACE DRIVE</td>
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</tr>
<tr>
<td>PANAMA CITY FL 32401</td>
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ENCLOSURE G
ALL COMMITTEES
SUBJECT: Bay County TPO FY 2021-2025 Project Priorities

ORIGIN OF SUBJECT: 23 Code of Federal Regulations Section 134(j), Chapter 339.175 (8)(b) Florida Statutes, Bay County TPO Unified Planning Work Program (UPWP) Task C.1

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO reviews and adopts transportation project priorities in July for submittal to FDOT by August 1st. This document is part of the Transportation Improvement Program (TIP) development process. Its purpose is to ensure that transportation projects programmed by FDOT in the Five-Year Work Program are consistent with local needs and plans for the TPO planning area.

As stated in the TPO Public Participation Process Plan (PPP) dated July 2017, the Project Priorities result from the Long Range Transportation Plan’s Cost Feasible Plan and are reviewed with the public and the TPO’s advisory committees. Once approved by the TPO the priorities are given to FDOT for creation of the Five-Year Work Program. From the Five-Year Work Program the TPO develops the Transportation Improvement Program (TIP) which contains all transportation programs and projects scheduled during the next five years. The TIP is revised annually in June and is available, in interactive format, on the TPO’s web site.

The Project Priorities and TIP must be developed by the TPO in consultation with all interested parties and, at a minimum, describe explicit procedures, strategies, and desired outcomes for the following, as outlined by the Code of Federal Regulation (CFR 450.316) and the MPO Handbook:

- Provide reasonable public access to technical and policy information used;
- Provide adequate public notice of public involvement activities and time for public review and comment at key decisions, such as but not limited to the approval of the TIP/Project Priorities;
- Demonstrate explicit consideration and response to public input received during plan development process;
- Make the TIP and Project Priorities drafts and final documents available on the TPO website;
- Hold public meetings at convenient times and accessible locations;
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households;
- Coordinate with the statewide transportation planning public involvement and consultation processes under 23 C.F.R. Subpart B;
- Periodically review the effectiveness of the procedures and strategies contained in the participation plan;
- When significant written and oral comments are received on a draft TIP or Project Priorities as a result of public involvement, a summary, analysis, and report on the disposition of comments shall be made part of the final documents;
- If the final Project Priorities/TIP differ significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment must be made available;
- When the Metropolitan Planning Area (MPA) includes Indian tribal lands, the TPO shall appropriately involve the Indian tribal government(s); and
- When the MPA includes federal public lands, the TPO shall appropriately involve the federal government.

General methods proven effective in previous Project Priorities and TIP public involvement efforts include:

- Providing the public with a sufficient opportunity to review the draft Project Priorities and TIP documents online;
- Promote development of the Project Priorities and TIP through news releases, social media outlets and email blasts to TPO and advisory committee members as well as interested parties;
• Hold at least two public workshops for Project Priorities and TIP across the FL-AL TPO area unless an LRTP update is underway, in which case the Project Priorities and TIP would be discussed in conjunction with LRTP presentations;
• Coordinate public outreach to at least two additional community groups (with emphasis on the underserved) unless an LRTP update is underway, in which case the Project Priorities and TIP would be discussed in conjunction with LRTP presentations;
• Provide the public with a sufficient opportunity to review the draft Project Priorities and TIP documents online;
• Include public input collected at workshops in the draft Project Priorities and TIP;
• Include Project Priorities and TIP review in the advertisement of the TPO meeting when the draft Project Priorities and TIP are to be presented;
• Provide public with an opportunity to comment during public forum when the draft Project Priorities and TIP are presented for review to the TPO and advisory committees;
• Include adoption in the advertisement of the TPO meeting when final draft Project Priorities and TIP are to be presented;
• Provide public with an opportunity to comment during public forum when the draft Project Priorities and TIP are presented for adoption to the TPO and advisory committees; and
• Publish adopted TIP interactive site and final Project Priorities document on web site.

TPO responsibilities require that all modes of transportation be addressed in the Project Priorities. The following categories of projects are included in the Priorities:

1. Long Range Transportation Plan Capacity Projects
2. Transportation Systems Management Projects
3. Bicycle/Pedestrian Related Projects
4. Public Transportation Projects
5. Aviation Projects
6. Seaport Projects

The draft Project Priorities for FY 2021-2025 project schedule is listed below:

• April 24, 2019- TPO/TCC/CAC meetings to present Project Priorities schedule- (Bay County Government Center) (Completed)
• May 7, 2019- Public outreach event (Bay County Government Center) (Completed)
• May 10, 2019- Public outreach event (Panama City Beach Public Library) (Completed)
• May 23, 2019- Public workshop (Panama City Hall) (Completed)
• May 23, 2019- TPO/TCC/CAC workshop (Panama City Hall) (Completed)
• June 26, 2019- TPO/TCC/CAC meeting to review draft FY 2021-2025 Project Priorities- Bay County Government Center
• July 1, 2019- TPO/TCC/CAC workshop (Panama City Hall)
• July 24, 2019- CAC and TCC meeting to recommend approval of draft FY 2021-2025 Project Priorities- Bay County Government Center
• July 24, 2019- TPO meeting to approve FY 2021-2025 Project Priorities- Bay County Government Center

Attached are the following:

• May 7, and 10, 2019 Public Outreach Comments
• May 23, 2019 Public Workshop Comments
• May 23, 2019 TPO/TCC/CAC Workshop Comments
• Letter of Support from Bay County Chamber of Commerce

The draft Bay County TPO FY 2021-2025 Project Priorities document that will be presented at the June 2019 TPO and advisory committees will be accessible at the following link: https://www.ecrc.org/programs/transportation_planning/plans_and_documents/index.php#outer-149. In addition, the interactive map in the following link, shows the location and the street view by category for the projects identified in the Draft FY 2021-2025 Project Priorities www.tinyurl.com/TPOPriorities2021-2025.
RECOMMENDED ACTION: This item is for review this month and adoption in July. Please contact Mr. Gary Kramer, ECRC staff, at gary.kramer@ecrc.org or (850) 332-7976 Ext. 219 if additional information is needed.
May 7 and 10, 2019 Public Outreach Comments

May 7, 2019- Bay County Government Center

1. Pot holes on Transmitter Road need fixing. 
   Request was forwarded on to the Bay County Public Works Staff.

2. Ingress and Egress and from the Bay Charter Academy on East Avenue is a problem as is speeding on East Avenue in this vicinity.
   The individual was referred to the Bay County Community Traffic Safety Team and the local the enforcement. The additional money and projects were identified in FDOT's 2045 SIS Cost Feasible Plan.

May 10, 2019- Panama City Beach Public Library

1. Bay Bus Drivers need to get paid higher salaries. They get paid as much as McDonald's workers. A tragedy they can't get/keep drivers. The drivers work a lot of overtime and they get tired. Streets need repaving and needs to be a priority. Streets need to be designed for cars and buses.
   The bus related statements have been forwarded to Bay Area Transportation and Bay Town Trolley who provide fixed route and paratransit services in Bay County Florida. FDOT and local governments survey roadways and classify which roadways need repaving. The best examples for cars and buses being part of the street design is by the Panama City Beach Community Redevelopment Agency on Front Beach Road. The Bay Town Trolley has been in contact with FDOT about establishing pull-out bays where possible on roadways for the fixed route buses for roadways that need resurfacing and widening.

2. There is a real need for a red light at Pipeline Road and 231.
   FDOT will analyze the need for a traffic signal at this location during the PD&E for the 6-laning of US 231 which is underway.

3. I would like to see traffic lights at RT 98 and Alf Colman. Alf Coleman and Hutchinson Blvd and Moylan and Front Beach Road.
   There is a traffic signal at US 98 (Panama City Beach Parkway) and Alf Coleman and at Hutchison Boulevard and Alf Coleman. A request can be made to FDOT District III Traffic Operations Office requesting a signal analysis be completed at SR 30 (Front Beach Road) and Moylan Road.

4. Intersection of R. Jackson and 98 by Home Depot/Publix the left turn lane from R. Jackson to 98 will back up; and needs an adjustment. Two suggestions 1. Short term: block first left/right turn so that there is no traffic that can block. 2. Longer term: Add an additional turn left lane so that more cars can go through.
   This location is currently being studied by the FDOT Safety Office. It is anticipated that improvements will be made at this location.

5. Publix/Home Depot entrance is extremely dangerous. Have had near misses multiple times and we drive with extreme caution through there. The turn lights east are so short that sometimes only 4 cars get through. Sat through two lights yesterday at 3:30 and only 4 cars went through 1st light Plus a semi that was determined to go on red went through. Back up was past the last Publix entrance.
   This location is currently being studied by the FDOT Safety Office. It is anticipated that improvements will be made at this location.

6. Intersection - traffic light at Richard Jackson Blvd and (* Publix and Home Depot - suicidal intersection. Wrecks and near misses backed up traffic - 4 cars go through light. Please! Please! Do something another turn lane headed south!
   This location is currently being studied by the FDOT Safety Office. It is anticipated that improvements will be made at this location.
7. **As you exit Publix, Home Depot or Breakfast Point Academy via Richard Jackson Boulevard and wish to turn East towards the Hathaway Bridge the turn lane stacked-up is dangerous. Most of the time only 4 or 5 cars can go and people end up running a red light and doing U Turns and anything else to get through intersection. Crossing from Home Depot to Publix is also dangerous. Cars stretched up in the turn lane are blocking crossing over and this goes on all day long.**

   *This location is currently being studied by the FDOT Safety Office. It is anticipated that improvements will be made at this location.*

8. **Happy with the Roads. Does not drive anymore.**

   *Comment Noted.*

9. **6-lane Back Beach Road.**

   *The 6-laning of Back Beach Road from Mandy Lane to Nautilus Drive is currently #5 SIS Project Priority on the Draft FY 2021-2025 Project Priorities. The 6-laning of Back Beach Road from Nautilus Road to Richard Jackson Boulevard is currently #6 SIS Project Priority on the Draft FY 2021-2025 Project Priorities. The 6-laning of Back Beach Road from Richard Jackson Boulevard to Hathaway Bridge is currently #7 SIS Project Priority on the Draft FY 2021-2025 Project Priorities.*
1. A concern was expressed about widening SR 390 from SR 77 to US 231 to 6 lanes and the impacts of the citizens of Lynn Haven.

   FDOT has conducted Public Workshops on this Project and future Public Workshops will occur on this project. This project has been supported by the TPO and its advisory committees and a Long Range Transportation Plan Amendment on this project occurred last year. The FDOT Public Workshops and TPO Board meetings are open to the public and the public can speak about this project at these meetings. A purpose and need statement have been completed for this project which identifies the reason this project is a TPO Priority.

2. **#1 Non-SIS Priority. ITS.** A request was made to increase the funding amount to $600,000.

   The additional money would be programmed in the fifth year of the work program. The 2045 Long Range Transportation Plan Updated will be starting soon and will need to be completed in June 2021 and the increased funds can be included in the 2045 Long Range Transportation Plan.

3. **#4 Non-SIS Priority City of Lynn Haven Rails to Trails Program from US 231 to 10 Street Dead End at Fuel Depot.** What is the reason no phases are listed?

   The $100,000 would be used as supplement to the construction phase if this priority is funded. The construction phase is the final phase to completed. The phases (PD&E, Design, and Right-of-Way are complete.

4. **#6 Non-SIS Priority SR 390 from SR 77 to US 231.** Project has been added to the SIS and should be included on the SIS Priorities.

   A Long Range Transportation Plan amendment needs to occur to move this project from the Non-SIS to the SIS and will need to be requested by FDOT to ensure this project is included in FDOT SIS Cost Feasible Plan.

5. **SIS Priorities.** If SR 390 from SR 77 to US 231 is moved to the SIS, it is recommended it be Priority #8 and the current East Avenue Priorities #8 (Port Entrance to Business 98) and #9 (Business 98 to Sherman Avenue) be Priorities #9 and #10.

   Comment noted.

6. **#1 TSM Priority. ITS.** A request was made to increase the funding amount to $600,000.

   The additional money would be programmed in the fifth year of the work program. The 2045 Long Range Transportation Plan Updated will be starting soon and will need to be completed in June 2021 and the increased funds can be included in the 2045 Long Range Transportation Plan.
No additional attendance from the individuals who attended the public workshop.
May 23, 2019

The Honorable Pamn Henderson  
Chair, Bay County Transportation Planning Organization  
4081 E. Olive Road, Suite A  
Pensacola, Florida 32514

Re: 2040 LRTP Amendment Public Workshops

Dear Ms. Henderson,

As you know, the Bay County Chamber holds several transportation positions and priorities. These priorities create roadway continuity for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port and its inland intermodal park.

These projects will allow for the transport of goods and services around congested corridors, contributing to the economic development of Bay County while increase safety for citizens and visitors during hurricane evacuation or other emergencies.

The Chamber supports the Bay County Transportation Planning Organization and the proposed amendments that place emphasis on strategic intermodal systems and prioritize infrastructure projects that support economic vitality of Bay County; specifically amendments 6, 7, 8, 9, and 10.

Sincerely,

Will Cramer, Chairman of the Board

Carol Roberts, President/CEO

Enclosures: Bay County Chamber Transportation Priorities  
Infrastructure: Bay Parkway, Panama City Beach  
Infrastructure: State Road 390
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Transportation Priorities for Bay County Chamber

Action Requested/Needed
The Bay County Chamber is appreciative of the Bay County Transportation Planning Organization and the Florida Department of Transportation for their support in prioritizing and fully funding the following projects in the 5-year work program:

- FDOT Item-Segments 217875-2, 217875-3 and 217875-4, SR 390 (St Andrews Blvd), widen to 6 lanes from SR 368 (23rd Street) to SR 77
- FDOT Item-Segment 431684-1, US 98 Construct overpass at Tyndall Air Force Main Gate
- FDOT Item-Segment 424464-3, SR 388 (West Bay Parkway), widen to 4 lanes from SR 79 to the East of NWF Beaches International Airport
- FDOT Item Segment 217910-7, US 231 widen to 6 lanes from US 98 to north of SR 368 (23rd Street)
- FDOT Item-Segment 432284-1, East Avenue over Watson Bayou, Bridge Replacement
- Bay Parkway, Loop Road Phase 2 from Bay Parkway at Pier Park North to Nautilus Street

The Bay County Chamber requests that the Bay County Transportation Planning Organization and the Florida Department of Transportation acknowledge the following projects as priorities for the Bay County Chamber of Commerce:

- SR 390, widen to 6 lanes from SR 77 to SR 75 (US 231)
- US 98/Panama City Beach Parkway (Back Beach Road), widen to 6 lanes between Mandy Lane and Thomas Drive intersection
- SR 388 (West Bay Parkway), widen to 4 lanes from east of NWF Beaches International Airport to SR 77
- US 231, widen to 6 lanes from north of SR 368 (23rd Street) to Pipeline Road (includes East Avenue, widen to 4 lanes from Sherman Ave to Baldwin Road)
- SR 389, widen to 4 lanes from Port Entrance to SR 75 (US 231)

We believe the existing and continued growth in Bay County dictates an imminent need for capacity improvements along these corridors. Prioritization and full funding for the projects listed above will provide the transportation infrastructure required for the Northwest Florida Beaches International Airport, the West Bay Sector Plan, the Port of Panama City and its inland intermodal park, improve safety for hurricane evacuation, and facilitate successful economic growth in Bay County.
FY 2019 Bay County Chamber of Commerce
Local and State Legislative Agenda Item

Infrastructure: State Road 390

**Action Requested/Needed**
The Bay County Chamber of Commerce urges the state legislature to continue coordination with FDOT on designation of the segment of State Road (SR) 390 from SR 77 to SR 75 (US Hwy 231) as a Strategic Intermodal System (SIS) roadway and approve full funding to widen the roadway to six lanes. The SR 390 corridor provides a vital connection between the Port of Panama City and its inland intermodal facility located on US 231. The requested SIS designation and six-lane improvement will expedite the transport of freight around congested corridors within the community, contribute to the economic development of Bay County, and increase safety by facilitating hurricane evacuation.

**Issue**
SR 390 from SR 368 to SR 77 is a SIS highway connector and US Hwy 231 is a SIS highway corridor. The segment of SR 390 between SR 77 and US 231, if designated as a SIS highway connector, would provide for an additional continuous SIS highway connection between the seaport facilities at the Port of Panama City and the inland intermodal facility located along the US 231 SIS highway corridor and a SIS rail connector. The current SIS highway connector between the Port of Panama City and the US 231 SIS highway corridor is along US 98, a four lane corridor congested with local business within the City of Panama City that is not well suited for freight traffic or future widening.

**Current Status:**
FDOT has funded the six lane improvements for SR 390 from 23rd Street (SR 368) to SR 77 and the construction is currently ongoing. A Project Development and Environment Study for the requested segment of SR 390, from SR 77 to US Hwy 231, is also funded and ongoing. The road is currently a two-lane facility that is heavily traveled and has a failing level of service. The study is indicating that six lanes are required for current and future traffic levels. However, no funds are currently designated for the subsequent phases required for the design, right-of-way acquisition or construction for this vital missing segment of SR 390. The requested SIS highway connector designation and full funding for the SR 390 corridor will provide significant congestion relief and safety improvements while enhancing the significant contributions to the economic development of Bay County provide by the emerging SIS seaport at the Port of Panama City.
FY 2019 Bay County Chamber of Commerce
State Legislative Agenda Item

Infrastructure: Bay Parkway, Panama City Beach

**Action Requested/Needed**

The Bay County Chamber of Commerce supports the full funding of Bay Parkway and encourages the adoption of local, state, and federal funds to finance the projects should funding become available. New construction of segment 2 of Bay Parkway, from Pier Park Drive to Nautilus Road, and expanding the first segment of Bay Parkway, from State Road 79 to Pier Park Drive, from two lanes to four lanes, will significantly alleviate congestion and expedite the transport of goods around this congested area of the community. The improvements will contribute to the economic development of Bay County by providing enhanced connectivity to the airport and improve safety by reducing hurricane evacuation time.

**Issue**

U.S. 98, west of the Hathaway Bridge, is heavily traveled and portions currently have a failing level of service; a consequence of multiple corridors merging into a single corridor. This condition may worsen as development along these areas increases. The Bay Parkway (a municipal roadway) was designed to address traffic issues to help alleviate congestion and improve traffic safety.

Funding is awarded to communities based on population. Panama City Beach is unique in that while its population is approximately 13,000 permanent residents, there are approximately 17 million trips per year [FDOT 2015 Historical AADT Report] due to residents, part-time residents, visitors and tourists traveling on infrastructure that was designed to support a fraction of that amount. Consequently much of this corridor is operating at a failing roadway level of service.

With approximately 46,000 trips per day along the U.S.98/Panama City Beach Parkway corridor, the bypass at Nautilus Road may allow the intersection of U.S. 98 and S.R. 79 to operate 14% more efficiently per hour.

**Current Status**

The first segment of Bay Parkway was completed and opened for use on April 2017. This new two-lane typical roadway segment connects S.R. 79 to Pier Park Drive. Funding through the County Incentive Grant Program along with Bay County and Panama City Beach Infrastructure Surtax dollars are planned for the design and construction of Segment 2 (Pier Park Drive to Nautilus Road) with anticipated completion in 2020. Currently, although land is available, funding is not yet available the four-laning of segment 1.
ENCLOSURE H
ALL COMMITTEES
SUBJECT: Review of the Draft Bay County TPO 2045 Long Range Transportation Plan Scope of Services

ORIGIN OF SUBJECT: 23 Code

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: A Long Range Transportation Plan is a basic requirement of the TPO’s continuing, cooperative, and comprehensive transportation planning process. Federal regulations require a Long Range Plan to be updated at least every five years in air quality attainment areas. The 2040 Long Range Transportation Plan was adopted on June 22, 2016. Therefore, the 2045 Long Range Transportation Plan needs to be adopted by June 22, 2021. The purpose of the 2045 Long Range Transportation Plan is to confirm the plan’s validity and its consistency with current and forecasted transportation and land use conditions and trends. A 20-year planning horizon at plan adoption is a requirement of the Long Range Transportation Plan. There are three important elements in a Long Range Transportation Plan: Goals and Objectives, Needs Plan, and Cost Feasible Plan.

As identified in the FY 2018/19 – FY 2019/20 Unified Planning Work Program, consultant services are part of the 2045 Long Range Plan development. Tasks for FDOT, the Consultant, and staff are listed in the Draft Bay County TPO 2045 Long Range Plan Scope of Services. The Draft Bay County TPO 2045 Long Range Transportation Scope of Services has been sent to the following agencies for review and comment: Florida Department of Transportation, Florida Division of the Federal Highway Administration, Federal Transit Administration, and Environmental and Tribal agencies.

The Draft Bay County TPO 2045 Long Range Transportation Plan Scope of Services can be downloaded from the following link:

https://www.ecrc.org/programs/transportation_planning/bay_county_tpo/plans_and_documents/long_range_transportation_plan/2045_lrtp_documents.php

RECOMMENDED ACTION: This item is for review this month and adoption in July. Please review and provide comments to Gary Kramer at gary.kramer@ecrc.org or at (850) 332-7976 Ext, 219 by close of business on July 3, 2019.
ENCLOSURE I
ALL COMMITTEES
SUBJECT: Review of the Draft Bay County Transportation Planning Organization (TPO) Public Participation Plan (PPP) Major Update


LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The PPP provides guidelines for achieving quality public involvement when developing major planning documents and programs. Effective public participation begins early in the planning process and continues throughout, helping to avoid, minimize, and mitigate negative project impacts while providing the best solutions. The primary goals of the PPP are to:

- **Inform the Public**
  *Inform the public, to the maximum extent possible with available resources, of opportunities to participate in the transportation decision-making process*

- **Involve the Public**
  *Involve the public early and often in the transportation planning process*

- **Include the Public**
  *Reach out to the geographical, organizational and demographic communities that compose the TPO planning area to increase the opportunity to participate in developing transportation plans and services*

- **Improve the Public Participation Process**
  *Continually identify and implement ways to improve the public participation processes*

The major update of this PPP was initiated by feedback from the Federal Highway Administration (FHWA), and Federal Transit Administration (FTA), and Florida Department of Transportation (FDOT). The plan is under a 45-day review/comment period beginning May 17, 2019.

The draft PPP can be viewed under the following link:

Comments will be documented, addressed, and presented to the Bay County TPO by ECRC staff. Please submit comments by **5 p.m. on July 5, 2019** to Ms. Brittany Ellers, Public Involvement Coordinator, at (850) 332-7976, ext. 220 or brittany.ellers@ecrc.org.

RECOMMENDED ACTION: This item is for review and comment. Adoption will be requested in July. Please have ALL final comments submitted no later than **5 p.m. on July 5, 2019**. Please contact Ms. Brittany Ellers, Public Involvement Coordinator, at (850) 332-7976, Extension 220 or brittany.ellers@ecrc.org if additional information is needed.
ENCLOSURE J

ALL COMMITTEES
1. CALL TO ORDER / PLEDGE / INVOCATION
   Chairman Mackey called the meeting to order.

2. APPROVAL OF AGENDA
   Chairman Mackey called for approval of the agenda.
Mr. Bryant moved to approve the agenda. Mr. Skaggs seconded the motion and it was approved unanimously.

3. PUBLIC FORUM
Chairman Mackey advised that there were no speakers to address the TCC.

4. PLANNING CONSENT AGENDA:

• Approval of February 6, 2019 TPO Meeting Minutes

Mr. Bryant moved to approve the February 2019 TCC minutes. Mr. Skaggs seconded the motion and it was approved unanimously.

5. PLANNING ACTION ITEMS

A. Request to Proceed with the Process to Amend the 2040 Long Range Plan Needs and Cost Feasible Plans for 13 Projects:
(1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/SR 390 to Titus Road

Mr. Kramer said the Long Range Plan is updated every five years and must maintain a 20-year planning horizon. The 2040 Long Range Plan was adopted in June 2016.

Mr. Kramer stated that there are three important elements in the Long Range Plan: Goals and Objectives, the Needs Plan and the Cost Feasible Plan. The Long Range Plan can be amended at any time. The 2040 Long Range Plan has been amended twice. This amendment represents the third amendment since it has been adopted. Mr. Kramer reviewed the 13 projects in the amendment request.

Amendment 1 – US 231 from US 98 to 23rd Street – This amendment for the Needs and the Cost Feasible Plan. It will be funded by the Strategic Intermodal System funds. The request is from FDOT.

Amendment 2 – SR 77 six-laning Martin Luther King Blvd. from US 98 to 23rd Street.

Amendment 3 – US 231 from 23rd Street to Pipeline Road – Requested by FDOT, funded by SIS funds.
Amendment 4 – Four laning of Transmitter Road from C Street to Brooke Street – Requested by FDOT.

Amendment 5 - US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street. This project will be funded by SIS funds. Requested by FDOT.

(7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard - The first one is from Mandy Lane to Nautilus Street. The amendment updates the project costs and moves the project from the non-SIS to SIS. Requested by FDOT.

(8) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard to Hathaway Bridge – This amendment moves the project from the non-SIS to the SIS. Requested by FDOT.

(9) East Avenue from Port Entrance to SR 30 (US 98B) – The amendment updates the costs for the Needs and the Cost Feasible Plan. Requested by FDOT. Funded with SIS funds.

(10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue) – This amendment will add the project to the Needs and the Cost Feasible Plans. It will be on the SIS. It has been requested by FDOT.

(11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79 – The project is in the Needs Plan. The amendment updates the project costs in the Needs Plan; it is partially funded in the Cost Feasible Plan with non-SIS funds. Requested by FDOT.

(12) Jenks Avenue from Baldwin Road to SR 390. The project is currently in the Needs Plan and will be added to the Cost Feasible Plan. It is funded with the local options sales tax and the Transportation Regionally Incentive Grant Program. Requested by Bay County.

(13) Titus Road Connector from CR 2321/SR 390 – This is adding the project to the Needs and Cost Feasible Plan. It is funded with the local option sales tax funds. Requested by Bay County.

Mr. Kramer said there will be two public workshops held in May 2019.

Ms. Jenkins moved to recommend the TPO authorize the TPO chairman to approve request to proceed with the process to amend the 2040 LRTP Needs and Cost Feasible Plans for 13 projects. Mr. Bryant seconded the motion and it was passed unanimously.

B. Consideration of Resolution BAY 19-03 Adopting the FY 2019-FY2020 Unified Planning Work Program (UPWP) Year 2 (FY 2020) Amendments, Authorizing the TPO Chairman to Sign the Certifications and Assurances and Authorizing TPO Staff to Apply for and Execute a Federal Transit Administration FTA Section 5305 Grant for Use
Ms. Washnock said this is the two-year document for the Work Program and budget, for what the TPO staff produces. She said in a year it will be the second year which will be in July for 2020. Comments were received from FDOT and responded to satisfactorily.

Ms. Washnock explained changes that were added to Year 2. The additions were in Task C.4 Multimodal. Concerning the Transportation Alternative Program, more work will be done. The consultant will be involved to assist with the criteria and the reviewing of the applications. There will be more workshops.

Ms. Washnock said there is some 5307 money in the budget tables. The money is from the transit agency that used to be shown in the UPWP for FTA services.

Mr. Bryant moved to authorize the TPO chairman to sign Resolution BAY 19-03 adopting the FY 2019-FY 2020 Unified Planning Work Program (UPWP) Year 2 (FY 2020) Amendments, authorizing the TPO chairman to sign the certifications and assurances and authorizing TPO staff to apply for and execute a Federal Transit Administration FTA Section 5305 Grants for Use. Mr. Mackey seconded the motion and it was passed unanimously.

C. Appointment of Nominating Committee for the Election of Bay County Transportation Planning Organization (TPO) and Advisory Committee Chairman and Vice-Chairman for Fiscal Year (FY) 2020

Ms. Bates said a nominating committee was needed to meet June 26, 2019 prior to the TCC meeting. Three volunteers and one alternate were requested. Mr. Bryant, Mr. Mackey, and Ms. Jenkins volunteered to serve on the committee. Mr. ______________ volunteered to be the alternate.

Mr. Bryant moved to appoint Mr. Bryant, Mr. Mackey, and Ms. Jenkins to the TCC nominating committee and Mr. ______________ as the alternate, for TCC chairman and vice chairman for FY 2020. Mr. Mackey seconded the motion and it was passed unanimously.

6. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE

Mr. Paulk said FDOT was making changes to the Strategic Intermodal System (SIS). They were able to add one highway segment to the SIS; SR 390 from SR 77 to US 231. This will allow funding opportunities for that improvement.

Mr. Paulk advised of an update on the West Bay Parkway PD&E Study, which has been ongoing for many years. FDOT has tentatively scheduled a public hearing for the PD&E on July 9, 2019. This is for the segment in Bay County connecting to SR 79, and the Walton segment connecting to US 98.

7. PLANNING PRESENTATIONS (no action)

A. Review of Draft Bay County TPO FY 2020-2024 Transportation Improvement Program (TIP)

Mr. Kramer said the FY 2020-2024 TIP is the end product of the cycle which began with the
project priorities being adopted in September 2018, and FDOT presenting the FY 2024 Tentative Work Program in December 2018. He said the draft of the 2024 TIP was posted on April 17, 2019.

Mr. Kramer said the review agencies were emailed the draft TIP on April 17, 2019. The local libraries also received the draft. In addition, the draft TIP was made available to the state and federal legislators on April 18, 2019.

Mr. Kramer said the due date for comments is May 10, 2019. The TIP will be presented for approval in June 2019.

B. Overview of the Bay County TPO FY 2021-2025 Project Priorities Process and Schedule

Mr. Kramer said in May 2019 there will be two public outreach events in addition to a public workshop. There will be another workshop with the TPO, TCC, and CAC to review the project priorities. The project priorities will be presented as a review item in the June 2019 meeting. Another workshop will be held for the TPO, TCC, and CAC in July 2019. The project priorities will be presented for approval at the July 2019 TPO meeting.

C. Fifth Annual Emerald Coast Transportation Symposium Update

Ms. Bates presented an overview of the symposium that was held in February 2019. There were approximately 200 attendees at the symposium in Navarre FL. The event featured speakers FDOT Secretary, Mr. Kevin Tebow and the ALDOT Director, Mr. Don Cooper.

There were two special keynote speakers at the symposium. One speaker was former congressman, Mr. John Mica, who shared his transportation milestones from the time he served in the House of Representatives for Florida. The other speaker was Ms. Veronica O’Davis, the founder and co-owner of Inspired Green. She shared current trends in overcoming transportation challenges from a national perspective.

There was a final session on the regional impacts of Hurricane Michael which focused on recovery.

Ms. Bates said the inaugural 2019 Emerald Award was presented to Bay Town Trolley. Despite damage to their buildings, vehicles, and 95% of their fixed route stops, Bay Town Trolley responded with continual support at the Emergency Operations Center. Bay Town Trolley implemented a plan for citizens in need of medical care or evacuation.

8. PLANNING INFORMATION PACKAGE

Included in the agenda packet were the following:

- TCC and CAC February Meeting Minutes
- Bay February Actions Report
- LRTP Modification Letter
- FDOT Changes to the Adopted Work Program for FY 2020-2023
9. TRANSIT ACTION ITEMS

A. Consideration to Surplus Transit Vehicles So801 (2008 GMC 3500HD), 1301 (2013 Champion Challenger), and 1304 (2013 Champion Defender)

Ms. Bradley said all three vehicles had met their useful life according to Federal Transit Administration. The three vehicles were impacted by Hurricane Michael. She requested to surplus the three vehicles. Upon approval to surplus the vehicles Ms. Bradley will send a request to FTA.

**Mr. Bryant moved to recommend the TPO surplus the three transit vehicles. Ms. Kelly Jenkins seconded the motion and the motion passed unanimously.**

10. TRANSIT UPDATE

Ms. Bradley stated that she did not have any updates to present.

11. TRANSIT INFORMATION PACKAGE

- Transit Bay Town Trolley (BTT) Bay Area Transit (BAT) Revenue & Ridership Report
- Financial Report

12. OTHER BUSINESS

Mr. Smith advised that the next Bay TPO meeting will be June 26, 2019 at the Bay County Government Center. 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.

13. ADJOURNMENT

There being no further business the meeting adjourned at 11:26 a.m.
CALL TO ORDER/PLEDGE/INVOCATION
Chairman Frohlich called the meeting to order.

PUBLIC FORUM
There were no public speakers to address the committee.

PLANNING CONSENT AGENDA:
Chairman Frohlich advised that there were no changes to the agenda.
Chairman Frohlich called for approval of the February 6, 2019 CAC Meeting Minutes.

Mr. Lincoln moved to approve the CAC February 2019 minutes; Mr. Pretlow seconded the motion. The motion was passed unanimously.

4. PLANING ACTION ITEMS:

A. Request to Proceed with the Process to Amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects:

(1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/CR 390 to Titus Road

Mr. Kramer said the Long Range Plan is updated every five years and must maintain a 20-year planning horizon. The 2040 Long Range Plan was adopted in June 2016. The next Long Range Plan for 2045 needs to be adopted by June 2021.

Mr. Kramer stated that there are three important elements in the Long Range Plan: Goals and Objectives, the Needs Plan and the Cost Feasible Plan. The Long Range Plan can be amended at any time. The 2040 Long Range Plan has been amended twice. This amendment represents the third amendment. There are 13 projects in the amendment request. He reviewed the projects and their funding sources.

(1) – US 231 from US 98 to 23rd Street – This amendment is in the SIS Cost Feasible Plan. The request is to update the project costs in the Needs and the Cost Feasible Plan. The amendment requests to split it into two projects from US 98 to 23rd Street.

(2) – SR 77 six laning from US 98 to 23rd Street.

(3) – US 231 from 23rd Street to Pipeline Road – This amendment will update the project costs. It will be funded by SIS funds. The project was requested by FDOT.

(4) – Transmitter Road from C Street to Brooke Street – Requested by FDOT and will be funded with SIS funds. The project is for four laning from C Street to Brooke Street.
(5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street. This project will be funded by SIS funds. Requested by FDOT.

(7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard - The first project is from Mandy Lane to Nautilus Street. The amendment updates the project costs and moves the project from the non-SIS to SIS. Requested by FDOT.

(8) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard to Hathaway Bridge – This amendment moves the project from the non-SIS to the SIS. Requested by FDOT and updates the project costs.

(9) East Avenue from Port Entrance to SR 30 (US 98B) – The amendment updates the costs for the Needs and the Cost Feasible Plan. Requested by FDOT. Funded with SIS funds.

(10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue) – This amendment will add the project to the Needs and the Cost Feasible Plans. It will add to the Cost Feasible Plan for PD&E design and right-of-way.

(11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79 – The amendment updates the project costs in the Needs Plan, and is partially funded in the Cost Feasible Plan with non-SIS funds.

(12) Jenks Avenue from Baldwin Road to SR 390; and adds the project to the Cost Feasible Plan that is currently in the Needs Plan. The project is funded with the local options sales tax and the Transportation Regionally Incentive Grant Program. The project was requested by Bay County.

(13) New Connector Road from CR 2321/SR 390 to Titus Road – Funded with the local option sales tax. Requested by Bay County. The amendment updates the project costs as identified for both the Needs and the Cost Feasible Plans.

Mr. Kramer said there will be two public workshops held in May 2019.

**Mr. Lincoln moved to recommend the TPO authorize the TPO chairman to approve request to proceed with the process to amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 projects. The motion was seconded by Mr. York and was passed unanimously.**

B. Consideration of Resolution Bay 19-03 Adopting the FY 2019-FY2020 Unified Planning Work Program (UPWP) Year 2 (FY 2020) Amendments, Authorizing the TPO Chairman to Sign the Certifications and Assurances and Authorizing TPO Staff to Apply for and Execute a Federal Transit Administration FTA Section 5305 Grants for Use

Ms. Washnock explained that this item is in regards to review and approval of the second year of a two-year document. The UPWP is the Work Program for the TPO staff. The UPWP
also includes the budget. Comments were received from FDOT and were responded to satisfactorily.

Ms. Washnock explained items that will be different in the second year. The changes were in Task C.4, Multi Modal Planning. The consultant will become involved in the transportation alternatives process. A column for Federal Transit Administration 5307 funds has been added to the C.4 funding tables. The funds are for public transportation.

**Mr. Lincoln moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 19-03 adopting the FY 2019-FY2020 UPWP Year 2 (FY 2020) amendments, authorizing the TPO chairman to sign the Certifications and Assurances and authorizing TPO staff to apply for and execute a Federal Transit Administration FTA Section 5305 Grants for Use. The motion was seconded by Mr. Pretlow and was passed unanimously.**

**C. Appointment of Nominating Committee for the Election of Bay County Transportation Planning Organization (TPO) and Advisory Committee Chairman and Vice-Chairman for Fiscal Year (FY) 2020**

Chairman Frohlich advised that three members and one alternate were being requested to volunteer for the committee. Ms. Bates said the committee would meet in June prior to the CAC meeting. Mr. Miller, Mr. Lincoln and Mr. Akins volunteered to serve on the committee. There was also an alternate volunteer, Mr. York.

**Mr. Pretlow moved to appoint Mr. Miller, Mr. Lincoln, and Mr. Akins to the CAC FY 2020 nominating committee, and Mr. York as the alternate. The motion was seconded by Mr. Lincoln and was passed unanimously.**

Chairman Frohlich thought the term for chairman and vice-chairman was changed to two-year terms. He said the terms had been changed again into one-year terms. Ms. Bates said the terms were at the discretion of the board.

**Mr. Pretlow moved to make the chairman and vice-chairman two-year terms. The motion was seconded by Mr. Lincoln and was passed unanimously.**

Mr. Miller wanted to give everyone on the CAC a chance to serve as chairman or vice-chairman. He asked how members would be contacted. Chairman Frohlich said members needed to be at the meeting if they wanted to be considered.

Chairman Frohlich said there had been discussion regarding making a motion for determining the chairman and vice-chairman at the meeting.

Ms. Bates said staff will reach out to all CAC board members to remind them of the meeting of the nominating committee on June 26, 2019.

**5. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE**
Mr. Paulk said FDOT was successful in adding SR 390 from SR 77 to US 231 to the Strategic Intermodal System. This meant that the big pot of money is now available and it is financially feasible. SR 390 will move to the top of the SIS. He said FDOT was close to funding all the segments of US 231.

Mr. Paulk said they have tentatively scheduled on July 9, 2019 the public hearing for the West Bay Pkwy. PD&E. This is for the segment in Bay County that extends to SR 79, and the segment in Walton County that terminates at US 98. Mr. Robinson asked if there were any job numbers. Mr. Paulk said the job numbers are 424 464 12201 and 423 464 22201. Chairman Frohlich said the CAC has been working on the project, from the Mexico Beach side all the way to Walton County, for over ten years.

Mr. Paulk said the construction of the SR 388 project is underway and will continue for several years. Chairman Frohlich said the roundabout will start after summer is over. Mr. Paulk said when it starts it will be basically nighttime work.

Mr. Lincoln said at the last meeting it was asked regarding the R. Jackson intersection with Back Beach. He said R. Jackson has one turning lane on the northside, and it is stacks up past the intersection coming out of Publix and Home Depot. He said it turns into chaos. He said there are two lanes going straight across to R. Jackson, and that one lane would be fine. He said he did not know why there could not be a second stacking lane for people going east.

Mr. Paulk said that entire segment of US 98 will be undergoing a safety audit. He said crashes are occurring. He said FDOT is including the request the CAC presented in the safety audit. Mr. Paulk said FDOT is working with Panama City Beach and Bay County on the corridor.

Chairman Frohlich said what was done at SR 79, because there are three lanes going eastbound, they moved that from two lanes to three lanes turning off SR 79 to the east. He said it keeps the traffic moving. He said that is not the case at R. Jackson; it stacks up into the community and nobody can get out of the Home Depot parking lot. Also, nobody can get out of the Publix parking lot. It stacks up because everyone is trying to get into the one turn lane to go east.

Mr. Paulk said FDOT’s maintenance office is looking into doing an improvement to address that one specific location even quicker than what the safety audit will accomplish.

Mr. Lincoln next addressed Alf Coleman from Back Beach Road. He said there is a single stacking lane and there is another stacking lane that is striped out. He thought there should be two stacking lanes at that location. He said the stacking lane is on Back Beach Road.

Chairman Frohlich said where Moylin Road, northbound, intersects into US 98, there is a left hand turn lane available, but there are people making a lane to go eastbound. He said there are as many people turning eastbound off of Moylin Road, as there are turning westbound. He said there is a need for an eastbound turn lane to keep traffic moving.

There was general discussion about safety issues at various US 98 intersections.
6. **PLANNING PRESENTATIONS (no action)**

   **A. Review of Draft Bay County TPO FY 2020-2024 Transportation Improvement Program (TIP)**

   Mr. Kramer said the TIP is the end product of the cycle that began with the priorities adoption in September 2018, followed by FDOT presenting the tentative Work Program for 2024 in December 2018. He said the draft 2024 TIP was posted in April 2019. The link to the TIP was provided to the CAC, TPO, and TCC on April 23, 2019. The review agencies were emailed the link on April 17, 2019. Also, copies of the TIP were emailed to local libraries and to the local, federal and state legislators on April 18, 2019. The due date for comments is May 10, 2019. The item will be presented for action in June 2019.

   **B. Overview of the Bay County TPO FY 2021-2025 Project Priorities Process and Schedule**

   Mr. Kramer said the project priorities schedule was included in the agenda package. He said there would be two public outreach events in May 2019. There will be a workshop for the TPO, TCC, and CAC in May 2019. A draft for the project priorities will be presented at the June 2019 meeting. Another workshop will be held in July 2019 for the TPO, TCC, and CAC. The item will be presented for action in July 2019. The project priorities are due to FDOT on August 1, 2019.

   **C. Fifth Annual Emerald Coast Transportation Symposium Update**

   Ms. Bates presented an overview of the symposium that was held in Navarre FL on February 25th and 26th. There were two keynote speakers: the new FDOT Secretary, Mr. Kevin Tebow and ALDOT Director, Mr. John Cooper.

   Also, there were two other keynote speakers: Ms. Veronica O’Davis, the founder and co-owner of Inspired Green shared current trends in overcoming transportation challenges from a national perspective. Former congressman, Mr. John Mica attended the symposium. He was a member of the US House of Representatives and was the chairman for the Committee for Transportation. Mr. Mica explained how the process works from a national level.

   Ms. Bates said there were breakout sessions at the symposium. There were panels on REMI, complete streets, bicycle pedestrian user perspective, technology, tourism, transportation funding, and environmental protection.

   There was a breakout session on Hurricane Michael recovery strategies. There were various speakers.

   Ms. Bates said the Inaugural 2019 Emerald Award was presented at the symposium. The award was given to Bay Town Trolley. Despite to damage Bay Town Trolley sustained from Hurricane Michael, the leadership and staff of Bay Town Trolley responded with continual support at the Emergency Operations Center. They assisted citizens in need of medical care and evacuation.
Ms. Kirkland said the symposium was well done. She said she attended the Complete Streets session. She recommended that Bay County check out Complete Streets and adopt it. Complete Streets is a concept of setting up streets and cities where they are people and bicycle friendly. Ms. Kirkland said she also attended the Bicycle Friendly America session. She said Ms. Veronica O’Davis spoke about black women biking. A lady from Bike Florida spoke also. She said there was a vast amount of information.

Chairman Frohlich asked if the CAC could look into Complete Streets and develop discussion on the subject. Ms. Bates said they could pursue Complete Streets and that it could be presented at the next TPO meeting. She said the presentations given by the breakout panels are available on the Emerald Coast Regional Council website.

7. PLANNING INFORMATION PACKAGE:

Enclosed in the agenda were the following items:

- TCC and CAC February 2019 Meeting Minutes
- Bay February 2019 Actions Report
- LRTP Modification Letter
- FDOT Changes to the Adopted Work Program for FY 2020-2023
- Quarterly Air Quality Report
- Bay County TPO 2019 Meeting Schedule

8. TRANSIT ACTION ITEMS

A. Consideration to Surplus Transit Vehicles S0801 (2008 GMC 3500HD), 1301 (2013 Champion Challenger), and 1304 (2013 Champion Defender)

Ms. Bradley said all three vehicles had met their useful life according to Federal Transit Administration. The three vehicles were impacted by Hurricane Michael. She requested to surplus the three vehicles. Upon approval to surplus the vehicles, Ms. Bradley will send a request to FTA.

**Mr. Lincoln moved to recommend that the TPO surplus the three transit vehicles. Mr. York seconded the motion and the motion passed unanimously.**

9. TRANSIT UPDATE

Chairman Frohlich asked for an update from Ms. Bradley regarding the buildings, vehicles, bus stops, and ridership status since Hurricane Michael. Ms. Bradley said they just finished all their FEMA inspections. Now they can begin to go out for an RFP to rebuild the buildings. They are in temporary mobile homes presently. Both of their buildings sustained damage. Bus stops have been put back together. FEMA had to review the bus stops and assess the damage. The vehicles are being restored. A few of the vehicles had to be sent out of town due to the high number of
vehicles being rebuilt in the area.

Chairman Frohlich asked what the CAC could do to assist in recovery. Ms. Bradley asked for support in attempting to obtain federal money. She said they have asked for funding from Federal Transit Administration; however, FTA said it must be appropriated through Congress.

Mr. Robinson said Hurricane Michael was reclassified to category five. He asked if that would open federal dollars for projects. Chairman Frohlich said the reclassification does affect government entities, local, city, and state governments. Mr. Kramer said it is now 90-10% instead of 75-25%; i.e. 90% federal and 10% local. Ms. Bradley said she is waiting for confirmation of the change.

10. TRANSIT INFORMATION PACKAGE

- Transit Bay Town Trolley (BTT) Bay Area Transit (BAT) Revenue & Ridership Report
- Financial Report

11. OTHER BUSINESS

Mr. Akins asked who is responsible for repairs to the street signs due to the hurricane. Chairman Frohlich said the county repairs signs if it is a local street sign. Mr. Paulk said the local governments repair their street signs. He said the local governments are responsible for replacing some of the state signs also. Mr. Lincoln said on Back Beach Road there are numerous signs that are misleading. He said it has confused people that have come to the area to assist with restoration. Mr. Akins said one sign has bothered him for over three years. He said the sign is at the corner of Lisenby Street and 23rd Street, by Forest Park Church. He was referring to the Panama City limits sign. He said one leg did not have bolts in it and the leg is off its foundation. He was told recently that it is an FDOT problem. Mr. Paulk said he would ask maintenance to deal with the broken sign.

12. ADJOURN - There being no further business the meeting adjourned at 2:35 p.m.
MEMORANDUM

DATE: May 3, 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 – April 24, 2019

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the April 24, 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.

LONG RANGE TRANSPORTATION NEEDS & COST FEASIBLE PLAN

The TPO unanimously approved the Request to Proceed with the Process to Amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for 13 Projects: (1) US 231 (SR 75) from SR 30A (US 98) to 23rd Street (SR 368); (2) SR 77 (Martin Luther King, Jr. Blvd) from SR 30A (US 98) to 23rd Street (SR 368); (3) US 231 (SR 75) from 23rd Street (SR 368) to Pipeline Road; (4) Transmitter Road (CR 2327) from C Street to Brooke Street; (5) US 231 (SR 75) from Pipeline Road to Penny Road; (6) SR 30A (US 98) Panama City Beach Parkway from Mandy Lane to Nautilus Street; (7) SR 30A (US 98) Panama City Beach Parkway from Nautilus Street to Richard Jackson Boulevard; (8) SR 30A (US 98) Panama City Beach Parkway from Richard Jackson Boulevard to Hathaway Bridge; (9) East Avenue from Port Entrance to SR 30 (US 98B); (10) CR 389 (East Avenue) from SR 30 (US 98B) to CR 2337 (Sherman Avenue); (11) West Bay Parkway from SR 30 (US 98A) in Walton County to SR 79; (12) Jenks Avenue from Baldwin Road to SR 390; and (13) New Connector Road from CR 2321/SR 390 to Titus Road. This recommended action was the approval of a motion to authorize the Bay County TPO staff to proceed with the process to amend the 2040 Long Range Transportation Needs and Cost Feasible Plans for the 13 projects.

UNIFIED PLANNING WORK PROGRAM

The TPO unanimously approved Resolution BAY 19-03 Adopting the FY 2019-FY 2020 Unified Planning Work Program (UPWP) Year 2 (FY 2020) Amendments, Authorizing the TPO Chairman to Sign the Certifications and Assurances and Authorizing TPO Staff to Apply for and Execute a Federal Transit Administration FTA Section 5305 Grant for Use. The recommended action was the Approval of a motion to authorize the chairman to sign Resolution BAY 19-03 adopting the FY 2019-FY 2020 Year 2 (FY 2020) amendments, sign the FTA...
Certifications and Assurances and authorize TPO staff to apply for and execute an FTA Section 5305 Public Transportation Planning Grant.

**TPO ADMINISTRATION**
The TPO voted to retain Mayor Pamn Henderson as their Chair and Commissioner Robert Carroll as Vice-Chairman.

The TPO selected Commissioner David Griggs to serve as a primary member to the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership.

The TPO selected Commissioner Mike Nichols to serve as a primary member to the Bay Trolley Advertising Subcommittee.

The TPO selected Commissioner William Dozier to serve as a Bay County TPO primary member on the MPOAC and Commissioner Geoff McConnell to serve as a Bay County TPO alternate member on the MPOAC.

**PUBLIC TRANSPORTATION ITEMS**
The TPO unanimously approved the Surplus of Transit Vehicles S0801 (2008 GMC 3500HD), 1301 (2013 Champion Challenger), and 1304 (2013 Champion Defender). The recommended action was the Approval of a motion to surplus transit vehicles S0801 (2008 GMC 3500HD), 1301 (2013 Champion Challenger), and 1304 (2013 Champion Defender).
1. Call to Order
   Mayor Pamn Henderson called the meeting to order.

2. Welcome: Angela Bradley, Transit Program Administrator
   Ms. Bradley said the meeting was held because her office received a request to put artwork on their demand response vehicles. Ms. Bradley said her office was asking for more input and direction from the subcommittee and possibly from the TPO.

3. Review of Proposed Artwork
   Mr. Rick Vitele addressed the board, stating that he is from the Florida Department of Health in Bay County. He is an HIV program coordinator. He said he has been heavily involved in the local community as well as an area that encounters six other counties in the surrounding area.

   Mr. Vitele said the face of HIV has changed drastically recently in the area. He said there has been an increase in Bay County, including ages 18 through 24 years. The number of people testing positive for HIV doubled from 2016 to 2017. He said the way they do business for HIV has changed. He said it is more by elimination than it is of cure. He said they are trying to eliminate HIV infections and new infections. He said the elimination of HIV is being accomplished through medications. He said medications are out for people who are HIV, and then they become virally suppressed. This means when an individual with HIV is virally suppressed the quality of life improves, and the chances of passing the disease to other people is null. He said undetectable means untransmittable.
Ms. Bradley asked for information on the campaign. Mr. Vitele said they are promoting and asking for more people to be more empowered for testing. He said they are targeting pregnant women because there has been an increase in pregnant women that are HIV positive. He said they are encouraging pregnant women to be HIV tested.

Mr. Vitele next spoke regarding their prep clinic. He said prep is for people that are high risk but not HIV positive. He said if people take a certain drug once a day they cannot get HIV. When they do the process by elimination, they are referring to people that are untransmittable and cannot get the disease. Ms. Bradley said the campaign is addressing people that are high risk.

Mr. Vitele said the processes have been time tested and marketed ideas through the state of Florida and have been tested for over a year. He said the campaign he chose is less provocative than any of the other ads shown in the handout he provided. He said they are encouraging people to empower themselves to not get HIV.

Mr. Vitele said his program has generated approximately $3 million in the last two years which was recognized by the State as best practice. He said Bay County is the leader in the state.

Commissioner Friend asked Mr. Vitele where they are spending some of the other dollars. Mr. Vitele they spend on billboards, radio, and television.

Ms. Bradley said her staff tried to work through FUEL Media to say to not use pictures of people, but rather use the wording. Mayor Henderson said there was no opposition to the message, but there may be concerns regarding the pictures proposed. Mayor Henderson said they don’t want to have something on their buses that would be a negative connotation for the trolley system. She thought it could generate negatively. Mr. Vitele said they recognize HIV as an epidemic and a serious disease.

Commissioner Friend said they need to be conscious of the fact that it is public transportation and it is public money. He said it is their billboard, not that of a private company. He said whatever they put on the transit system belongs to the residents of Bay County. He said the subcommittee decisions are based on what their constituents want to be put on their billboard. He said he had concerns regarding the message the pictures imply. He thought it would be expedient to spend the dollars on billboards, print, radio, television, and not on the buses. He felt using buses was targeting a limited market.

Mr. Vitele said the reaction to all their advertising has been positive. He said the bus route they were asking for is very limited, i.e. for the demand response vehicles. The advertising on the vehicles is viewed by all seeing the vehicles in passing.

Commissioner Friend said some the issues were based on the pictures involved and suggested using only the wording. Ms. Bradley said they had discussed using only the wording.

Mr. Vitele said he is planning to launch five other campaigns and hoping to use the public transportation. He said they are getting ready to launch a hepatitis-C clinic. He said the population base is 176,000 and HIV is at epidemic levels in the area.
Commissioner Friend said he did not want to hide the fact that HIV and other diseases are issues in the county. He said he wanted to be supportive of vehicle advertising if Mr. Vitele determined that the marketing dollars are better spent on public transportation. Commissioner Friend said that as a public transportation system they did not want to have any messaging that may be controversial. Ms. Bradley said similar wording was in the contract with FUEL Media.

Commissioner Friend asked who are the top people in Bay County that get HIV. Mr. Vitele said African Americans, men, women, ages between 18 to 25; the older African American generation starts at 35 to 45 years.

Commissioner Friend asked if they can use only words, or if they have to use pictures of people. Mr. Vitele said he thought pictures of people are most effective. Ms. Bradley said she viewed the State’s website to view other campaigns. She said there were men, women, and diverse ethnic groups depicted.

Commissioner Friiend said he understood that there are options and perhaps they could come back with some different options. Mr. Vitele said that may be possible.

Mayor Henderson asked if they wanted to use some options. Ms. Bradley said they would use options if that is what the committee wanted.

**Commissioner Friend made a motion that they decline the marketing material as presented and ask for additional marketing material for a later date. Commissioner Hamm seconded the motion.**

Mayor Henderson asked if a decision could be made, or if they wanted to reconvene the subcommittee on Monday. Ms. Bradley said she had a good direction as long as the subcommittee was okay with the female depicted, and do a single picture of a male. Mr. Vitele said that was a possibility.

Ms. Cheryl Anderson, with FUEL Media, said she was excited about the campaign because her goal is to use the buses. She said there are twelve buses and all the buses are now sold and they are in the process of wrapping the buses. She said the only thing left is the on demand buses. She wanted the message on the on demand buses. She said the on demand buses get a lot of exposure. She said she was going to Crime Stoppers and she has proposed to Crime Stoppers four buses at an affordable rate. She said her goal is to get at least four buses out so that people will say they can use the demand buses.

**The motion passed unanimously.**

Commissioner Friend suggested the subcommittee recommend that they come back with one man on one side of the bus and one woman on the other. He said if that is what comes back for review, staff would be capable of making the decision of moving forward with the campaign. Ms. Bradley said that was acceptable.

**Adjournment**

There was no further discussion. The meeting was adjourned at 11:20 a.m.
Below are the 2019 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 [www.ecrc.org](http://www.ecrc.org) or email tiffany.bates@ecrc.org.)

**Board and Committees meet at the following times:**
- Technical Coordinating Committee | 11 a.m.
- Citizens’ Advisory Committee | 1:30 p.m.
- Transportation Planning Organization | 3:30 p.m.

**June 26**
Bay County Government Center
840 W 11th Street, Panama City

**July 24**
Bay County Government Center
840 W 11th Street, Panama City

**October 23**
Panama City - City Hall, room 010
501 Harrison Avenue, Panama City

**December 4**
Panama City - City Hall, room 010
501 Harrison Avenue, Panama City

The Bay County TPO is staffed by the Emerald Coast Regional Council (ECRC), a 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, sex, age, religion, disability, or family status. Reasonable accommodation will be made for access in accordance with the Americans with Disabilities Act. Contact Brittany Ellers, 850-332-7976, ext. 220 or brittany.ellers@ecrc.org, or TTY 711, at least 48 hours in advance. Para informacion en espanol, puede llamar a Ada Clark al 850-332-7976, ext. 278 o TTY 711. Si necesita acomodaciones especiales, por favor llame 48 horas de antemano.
SUBJECT: Consideration to allow Florida Department of Environmental Protection access TPO property to conduct review and testing.

ORIGIN OF SUBJECT: Bay County Staff on Behalf of TPO

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: FDEP is requesting to access TPO property located at 919 Massalina Drive (Transit Yard) to perform a Low Score Assessment (LSA) to further assess if the documented petroleum discharge from the 1980's could qualify for closure through FDEP's program.

RECOMMENDED ACTION: Approval of a motion to allow Florida Department of Environmental Protection to access the site at 919 Massalina Drive and do a Low Score Assessment of the petroleum discharge and confirm the site could qualify for closure. Please contact Angela Bradley, Bay County Board of County Commissioners, at 850-248-8168 or abradley@baycountyfl.gov, if additional information is needed.
RESOLUTION BAY 19-09

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION (TPO) AUTHORIZING THE AGREEMENT WITH FLORIDA DEPARTMENT OF ENVIRONMENTAL PROTECTION (FDEP) FOR THE LOW SCORE ASSESSMENT (LSA)

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

WHEREAS, the TPO is the owner of the property located at 919 Massalina Drive, Panama City, FL 32401; and

WHEREAS, FDEP Request access to the property located at 919 Massalina Drive, Panama City, FL 32401; and

WHEREAS, in order for the TPO to qualify for funds allowable under the Low Score Assessment Program, it is necessary to enter into an agreement with Florida Department of Environmental Protection.

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

The TPO authorizes the TPO Chair to sign and execute the requested agreement between the TPO and FDEP to allow access to the property located at 919 Massalina Drive, Panama City, FL. Also, allow FDEP to perform the Low Score Assessment (LSA) and sign any subsequent agreements regarding the Low Score Assessment (LSA).

Passed and duly adopted by the Bay County Transportation Planning Organization this 26th day of June 2019.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: __________________________
Pamn Henderson, Chair

ATTEST: _______________________

Bay TPO June 2019 Agenda 158
1. The Parties. The undersigned real property owner, Bay County Transportation Planning Organization ("Owner"), hereby give(s) permission to the State of Florida, Department of Environmental Protection (FDEP) ("Department") and its Contractor, subcontractors, and vendors ("Contractor"), to enter the Owner's property ("the Property") 919 Massalina Dr., Panama City, Bay County, Florida 32401 with FDEP Facility ID# 038518690.

The Property. Owner owns the certain parcel(s) 16681-000-000 of real property located at 919 Massalina Dr., Panama City, Bay County, Florida 32401 (the "Property"), depicted on the attached legal description as Exhibit "A."

2. Permissible Activities. This Site Access Agreement ("Agreement") is limited to activities which may be performed by the Department or its Contractors pursuant to Chapter 62-780, Florida Administrative Code (F.A.C.), without cost to the Owner (unless required in a separate agreement or is statutorily required for FPLRIP or ATRP programs) to locate contamination, determine contamination levels and, when necessary, remove and remediate contamination which may be performed by the Department and its Contractor. This access is provided only for the contamination either eligible for a state-funded cleanup or is being investigated pursuant to a consent order with the Department. If the contamination is eligible for state funding, nothing herein is intended to modify the requirements and limitations of the eligibility program or order. The following activities are included in this Agreement but are not limited to this list:

   • conduct soil, surface, subsurface, and groundwater investigations, including but not limited to entry by a drill rig vehicle and/or support vehicles;
   • install and remove groundwater monitoring wells;
   • use geophysical equipment;
   • use an auger for collecting soil and sediment samples;
   • locate existing wells;
   • collect waste, soil, and water samples;
   • remove, treat and/or dispose of contaminated soils and water;
   • remove contaminated soil by digging with backhoes, large diameter augers and similar equipment;
   • install, operate, and remove remedial equipment;
   • install and remove utility connections;
   • trenching for connection of remediation wells to equipment; and
   • conduct surveys, prepare site sketches, and take photographs.

3. Duration and Termination of Access. This Agreement is granted, without any fee or charge to the Department or Contractor, for so long as is necessary to assess, remove, monitor and remediate the contamination on the Property. Access shall be allowed for the Department (including its employees and contracted site managers with Teams 5 and 6 or local government, if applicable) immediately upon the execution of this Agreement. However, access for a Contractor can be contingent upon the Owner timely entering into a separate site access agreement with the Contractor (if the Owner wants a separate agreement with the Contractor please check the appropriate box at the end of this document). Such agreement with a Contractor is not binding upon the Department. This Agreement shall continue until the Department’s entry of a site rehabilitation completion order pursuant to Rule 62-780.680, Florida Administrative Code, or low-scored site initiative no further
action order pursuant to Section 376.3071(12)(b), Florida Statutes (“Order”). At which time the Owner shall be provided a copy of the Order and this Agreement shall be automatically terminated.

4. **Work Performed during Business Hours.** The Department and Contractor may enter the Property during normal business hours and may also make arrangements to enter the Property at other times after agreement from the Owner.

5. **Environmental Infrastructure and Well Permits.** The owner authorizes the Department and the Contractor to act as its authorized representative in signing all required forms and documents necessary for obtaining applicable permits related to environmental infrastructure improvements including well construction, repair, maintenance, modification, and abandonment pursuant to Chapter 373 F.S.

6. **Activities Comply with Applicable Laws.** The Department and Contractor agree that any and all work performed on the Property and in association with this Agreement shall be done in a good, safe, workmanlike manner, and in accordance with applicable federal and state statutes, rules and regulations.

7. **Proper Disposal of Contaminated Media.** The Department and Contractor shall ensure that soil cuttings, any work materials, and water generated shall be disposed of in accordance with Environmental Laws. All soil cuttings, waste materials and development water generated shall be promptly removed from the Property.

8. **Property Restoration.** The Department shall pay the reasonable costs of restoring the Property as nearly as practicable to the conditions which existed before activities associated with contamination assessment or remedial action were taken.

9. **Owner’s Non-Interference.** The Owner shall not interfere with the Department or Contractor when performing the Permissible Activities. Owner shall not damage any equipment including wells, piping, and remediation system that may be located on the Property. Owner shall notify the Department 90 days prior to commencement of any construction, demolition or other work on the Property that may damage or destroy any part of the equipment installed under this Agreement. If the Department anticipates that the remediation equipment will not be used for over one calendar year, the Owner can request removal of the remediation equipment if it is interfering with the operation of the business or with planned construction activities.

10. **Non-revocable.** If Property is the source of the discharge that is eligible for State funded remediation pursuant to Chapter 376, Florida Statutes, access to the Property is required and Owner may not revoke this Agreement with the Department until the appropriate site rehabilitation completion order is issued under Chapter 62-780.680 or a low- scored site initiative order issued pursuant to Section 376.3071(12)(b), Florida Statutes, is final.

11. **No Admission.** The granting of this Agreement by the Owner is not intended, nor should it be construed, as an admission of liability on the part of the Owner for any contamination discovered on the Property.

12. **Owner’s Use of Property.** The Owner retains the right to use the Property, and the Department and its Contractors will work with the Owner regarding minimizing activities that may interfere with the Owner’s management and use of the Property. However, neither the
Department nor the Contractor are responsible for any inconvenience, economic injury, or business damage that Owner may suffer due to the performance of any Permissible Activity. This agreement does not modify any legal right the parties may have regarding negligent acts.

13. **Owner’s Release of Claim.** If Owner selected a qualified contractor (not an agency term contractor), the Owner hereby releases the Department from any and all claims against the Department performed by the Owner’s selected contractor arising from or by virtue of, the Permissible Activities.

14. **Injury to Department.** The Owner shall not be liable for any injury, damage or loss on the Property suffered by the Department, Department employees or Contractors not caused by the negligence or intentional acts of the Owner’s agents or employees.

15. **Indemnification.** The Department does not indemnify the Owner, see paragraph 16. The Contractor has indemnified the Department. However, if the Owner chooses to enter into a separate access agreement with the Contractor, the Contractor is not prohibited from indemnifying Owner as long as such indemnification does not conflict with the Contractor’s indemnification of the Department. Where no conflicts exist, any subsequent indemnification by the Contractor to any party associated with the Permissible Activities is subservient and subordinate to the Contractor’s indemnification of the Department.

16. **Sovereign Immunity.** The Department acknowledges and accepts its responsibility under applicable law (Section 768.28, Florida Statutes) for damages caused by the acts of its employees while on the Property.

17. **Public Records.** All documents created or received associated with the Permissible activities are a public record pursuant to Chapter 119, Florida Statutes. The Owner may retrieve any documents or other information related to the Permissible Activities online using the facility number reference above: [http://depedms.dep.state.fl.us/Oculus/servlet/login?action=login](http://depedms.dep.state.fl.us/Oculus/servlet/login?action=login)

18. **Entire Agreement.** This Agreement shall constitute the entire agreement between the Department and the Owner regarding this grant of access to the Department as stated herein. No modification, amendment or waiver of the terms and conditions of this Agreement shall be binding upon Department unless approved in writing by an authorized representative of Owner and Department.

19. **Governing Law and Venue.** This Agreement shall be governed by and construed in accordance with the laws of the State of Florida. Venue for any action or proceeding arising from or relating to this Agreement shall be in the appropriate Florida court having jurisdiction located in Leon County, Florida.

20. **Severability.** Any provision of this Agreement that is prohibited or unenforceable shall be ineffective to the extent of such prohibition or unenforceability without invalidating the remaining provisions hereof.

21. **No Third Party Beneficiaries.** This Agreement is solely for the benefit of the parties hereto and their respective successors and assigns and shall not be deemed to confer upon third parties any remedy, claim, liability, or reimbursement, claim of action or other right.
A. Are additional requirements attached to this agreement? Note: Additional requirements must be on a separate page titled Exhibit B and include the facility ID#, owner signature and date on the page.

- YES [ ] - NO [x]

B. Do you wish to participate or provide input with respect to rehabilitation of this facility?

- YES [x] - NO [ ]

C. Do you wish to exercise the option to reject one Contractor prior to assignment of work?

- YES [x] - NO [ ]

D. Do you want the Contractor to contact you to obtain a separate site access agreement? Note: Additional site access agreements must be completed between the owner and Contractor within ninety (90) calendar days.

- YES [ ] - NO [x]

22. **Well Permits.** The Owner authorizes the Department and its Contractor to act as its agent in signing all required forms and documents necessary for obtaining applicable permits related to well construction, repair, maintenance, modification, and abandonment pursuant to Chapter 373, Florida Statutes.
Signature of each Property Owner

Signature of Witness

Print Name __________________________ Date __________________________

Print Name __________________________ Date __________________________

C/O Angela Bradley 1021 Mossaling Dr. P.O. C.P. FL 32401

Property Owner Mailing Address

(850) -248-8161

Property Owner Telephone or Cell Phone Number

angela.n.bradley@bacy.gov

Property Owner E-mail Address

Accepted by the State of Florida Department of Environmental Protection:

Austin Hofmeister
Program Administrator
Petroleum Restoration Program

Signature of Witness

Date __________________________

Print Name __________________________ Date __________________________

Attachments: Exhibit A- Legal description of the Property.

FDEP Coordinates (Degrees Minutes Seconds) for Facility ID#:038518690

Latitude 30° 09’ 58.5010”
Longitude 85° 39’ 14.7056’
Exhibit A

Legal Description: 4 4S 14W -221- COM AT INTERSECTION OF THE SOUTH R/W OF 11TH ST AND WEST R/W OF MASSALINA DR. TH RUN S ALONG W R/W 456.96 FOR POB TH CONT S 206.04' E 10' TH S 581.23' TO THE N R/W LINE OF 9TH ST TH RUN W 323.95' TH RUNN 431.80' TO SE COR LOT 3 OF RE-PLAT OF SUNNY SIDE ADD TO PC. TH RUN W 143.81' TO THE ELY R/W OF WILSON AVE TH N ALONG R/W 209.82' W 62.43' TH N 140.12' TH E 520.35' TO POB LESS AND EXCEPT PARCELS A & B TO BAY COUNTY ORB 3564 P 1624 SUBJ TO GP ESMT ORB 3688 P1364(SUBJ TO ESMT ORB 3870 P 1456)

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**Total** | 40,208 | $32,718.47 | 28,858 | $25,075.39 | 43,363 | $34,392.03 | 30,836 | $26,663.84 |

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**Total** | $32,718.47 | $25,075.39 | $34,392.03 | $26,663.84 | $43,898.75 | $31,326.55 | $48,070.60 | $34,243.12 |

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Bay TPO June 2019 Agenda