MEMORANDUM

MEETING DATE: Thursday, May 9, 2019

TO: Bay, Gulf, Holmes, and Washington Regional Transportation Partnership (RTP) Members

FROM: William Dozier, Chairman

RE: Meeting Agenda

A meeting of the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership has been scheduled for:

TIME: 10:30 am, Central Time
LOCATION: Panama City Hall
Small Conference Room
501 Harrison Avenue
Panama City, Florida 32401

The agenda will include the following items:

A. CALL TO ORDER

B. PUBLIC FORUM

C. CONSENT AGENDA:
   1. Approval of April 16, 2018 Meeting Minutes

D. ACTION ITEMS:

   ENCLOSURE A
   1. Consideration of Resolution RTP 19-01 Approving the Scope of Work for the Regional Rural Transportation Plan – Mr. Cory Wilkinson, AICP, CEP, HDR

   ENCLOSURE B
   1. Appointment of Chairman and Vice-Chairman for the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership – Ms. Tiffany Bates, ECRC Staff
E. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) UPDATE - Mr. Bryant Paulk, AICP, FDOT
Urban Liaison

F. OTHER BUSINESS

G. ADJOURNMENT

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability or family status. The RTP will make reasonable accommodations for access to this meeting in accordance with the Americans with Disabilities Act and for language requirements other than English (free of charge). Please notify Ms. Brittany Ellers of access or language requirements at 850-332-7976 ext. 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 RTP 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 (gratis). Por favor notifique a la Srita. Brittany Ellers, de los requisitos de acceso o el idioma en el 850-332-7976 ext. 200 o 1-800-995-8771 para TTY-Florida al menos 48 horas de antelación.
Members Attending:
Commissioner Bill Dozier, Chairman  Bay County
Commissioner Ward McDaniel  Gulf County
Commissioner Jimmy Rogers  Gulf County
Commissioner Phillip Music  Holmes County
Commissioner Danny Powell  Holmes County
Commissioner Todd Abbott  Washington County
Commissioner Alan Bush  Washington County

Others Attending:
Keith Bryant  Bay County
Marc Mackey  Bay County
Dianne Sagins  Gulf County
Suzanne Lex  FDOT
Donna Green  FDOT
Maria Showalter  FDOT
Dan Beaty  HNTB
Brandi Tagirs  Applied Research Associates
Austin Mount  WFRPC Executive Director
Mary Beth Washnock  WFRPC Staff
Tiffany Bates  WFRPC Staff
Jill Krug  WFRPC Staff
Annie Walthall  WFRPC Staff
Dorothy McKenzie  WFRPC Staff

A. CALL TO ORDER
   Chairman Dozier called the meeting to order.

B. PUBLIC FORUM
   There were no public speakers.

C. CONSENT AGENDA

   1. Approval of March 27, 2017 Minutes

      Commissioner Abbott moved to approve the March 27, 2017 meeting minutes. The motion was seconded by Commissioner Powell and it was passed unanimously.
D. ACTION ITEMS

1. Consideration of Resolution RTP 18-01 Placing Bay Parkway, from Pier Park Drive east to Nautilus Street, on the Bay, Gulf, Holmes and Washington Regional Transportation Partnership (RTP) Regional Network Map

Ms. Krug said they were asking to have the portion added to the regional network map. There was no discussion.

**Commissioner Bush moved to approve Resolution RTP 18-01 placing Bay Parkway, from Pier Park Drive east to Nautilus Street on the Bay, Gulf, Holmes and Washington RTP Regional Network Map. The motion was seconded by Commissioner Music and it was passed unanimously.**

2. Consideration of Resolution RTP 18-02 Adopting Transportation Regional Incentive Program (TRIP) Application Project Priorities for Fiscal Year (FY) 2019

Ms. Krug explained that the criteria utilized to rank the TRIP projects was included in the agenda. TRIP applications had been submitted for Bay Parkway and County Road 383. The draft ranking was included in the agenda.

**Commissioner Powell moved to approve Resolution RTP 18-02 adopting TRIP application project priorities for FY 2019. The motion was seconded by Commissioner Bush and it was passed unanimously.**

Roll Call Vote:

- Commissioner Abbott: Yes
- Commissioner Bush: Yes
- Commissioner Dozier: Yes
- Commissioner McDaniel: Yes
- Commissioner Music: Yes
- Commissioner Powell: Yes
- Commissioner Rogers: Yes

E. WEST FLORIDA REGIONAL PLANNING COUNCIL EXECUTIVE DIRECTOR’S BRIEF

Mr. Mount said coming forward before the Bay County TPO will be a proposal to add in some rural planning activities. He stated than new staff members from FDOT Central Office have a passion for rural transportation and rural connectivity to the urbanized areas. This year a state priority was issued for MPOs to plan outside the boundary of the urbanized area for commuting patterns for trade for various items as the MPOs may be affected by the rural areas.

Mr. Mount said he worked with Ms. Lex and if the Bay County TPO approves the plan, they will start July 1, 2018 considering how the county transportation networks affect the urbanized area of Bay County. The goal is to develop a true regional rural transportation plan and identify what networks are top priority, and what projects need to be considered collectively. This will allow the Bay, Gulf, Holmes, Washington Board to have...
projects to discuss with priorities and look at networks beyond Bay County. The item will be taken before
the Bay County TPO board in April 2018 in the draft form for approval.

Mr. Mount said the TPO has a Long Range Plan that is a 20-year horizon that looks at all the needs. The 10
to 20 year horizon will be developed for the rural areas as well. Expected growth will be considered as well
as population density when developing the Long Range Plan.

F. FLORIDA DEPARTMENT OF TRANSPORTATION (FDOT) Update

Ms. Lex said regarding the rural planning FDOT will still serve as the agency to coordinate with for priority
applications. She said Vergie Bowen was promoted to a new position, and a new liaison to the rural areas
will be announced in the future.

Ms. Lex said FDOT has placed emphasis on rural transportation planning for state planning for the next two
years. A study is underway and when the study is finalized it will be distributed to the rural and urban
counties.

Ms. Lex stated applications that are being submitted to FDOT will be used to develop FDOT’s Work Program
starting mid-year 2018. A tentative date of December 4, 2018 is set to have the Work Program hearings.
Written comments may be submitted after the public hearing.

G. OTHER BUSINESS

Chairman Dozier stated that the next meeting will be held in Chipley, Florida.

H. ADJOURNMENT

There being no further business the meeting was adjourned at 10:45 a.m.
ENCLOSURE A
ENCLOSURE A

SUBJECT: Consideration of Resolution RTP 19-01 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.

Within the ECRC, there are two regional organizations that exist for oversight of regionally-significant transportation projects: the Northwest Florida Regional TPO (NWFL RTPO), and the Bay Gulf Holmes Washington Regional Transportation Partnership (BGHW RTP). The NWFL RTPO covers the following counties: Escambia, Santa Rosa, Okaloosa, and Walton. The BGHW covers the following counties: Bay, Gulf, Holmes, and Washington. The two regional organizations are the approval authorities of this scope. Due to overlapping jurisdiction, coordination will include the Apalachee Regional Planning Council; which serves Gulf county in addition to Jackson and Calhoun counties.

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.

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 RTP 19-01
- Draft Scope of Work

**RECOMMENDED ACTION:** Approval Resolution RTP 19-01 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 RTP 19-01
A RESOLUTION OF THE BAY, GULF, HOLMES, AND WASHINGTON REGIONAL TRANSPORTATION PARTNERSHIP
ADOPTING THE SCOPE OF WORK FOR THE REGIONAL RURAL TRANSPORTATION PLAN

WHEREAS, the Bay, Gulf, Holmes and Washington Regional Transportation Partnership was created by an interlocal agreement between the Bay County Transportation Planning Organization (TPO) and the counties of Gulf, Holmes and Washington, to study regional transportation issues affecting a four-county region; 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; and

WHEREAS, the interlocal agreement creating the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership implements a coordinated planning process to produce a regional transportation plan, regional priorities, and a regional public involvement plan;

NOW, THEREFORE, BE IT RESOLVED BY THE BAY, GULF, HOLMES, AND WASHINGTON REGIONAL TRANSPORTATION PARTNERSHIP THAT:

The Bay, Gulf, Holmes, and Washington Regional Transportation Partnership adopts the scope of work for the Regional Rural Transportation Plan.

Passed and duly adopted by the Bay, Gulf, Holmes, and Washington Regional Transportation Partnership on this 9th day of May 2019.

BAY, GULF, HOLMES, AND WASHINGTON REGIONAL TRANSPORTATION PARTNERSHIP

BY: __________________________
  William Dozier, Chairman

ATTEST: ________________________
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>
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<tr>
<td>Notice to Proceed</td>
<td>June 2019</td>
</tr>
<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>
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<tr>
<td>Needs Plan and Boundary Review Draft (Deliverable)</td>
<td>March 2020</td>
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<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
Florida Department of Environmental Protection
  • Office of Greenways and Trails
  • Northwest District
  • Division of State Lands
Florida Department of Economic Opportunity
  • Northwest Rural Area of Opportunity
Florida Division of Emergency Management

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

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

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

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

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

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

• Freight
  o Florida Trucking Association

• Rail
  o Florida Railroad Association
  o CSX

• Water Ports
  o Port of Pensacola
  o Port of Panama City
  o Port of Port St. Joe

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

• Recreation
  o West Florida Wheelmen
  o Florida Trail Association

• Agriculture
  o Agriculture Communicators of Florida
  o Florida Cattlemen's Association
  o Florida Dairy Farmers
  o Florida Farm Bureau Federation
  o Florida Forestry Association

• Utilities
  o Gulf Power
  o Florida Gas Transmission
  o Escambia County Utilities Authority

• Timber / Private Development / Ranches / Large Landowners
  o The St. Joe Company
  o Homebuilders Association of West Florida
  o The Building Industry Association of Okaloosa and Walton Counties
  o 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/adoptions/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 B
ENCLOSURE B

SUBJECT: Election of Chairman and Vice-Chairman for the Bay, Gulf, Holmes and Washington Regional Transportation Partnership (RTP)

ORIGIN OF SUBJECT: Bay, Gulf, Holmes, and Washington Regional Transportation Partnership Bylaws

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The bylaws state the following under Section 2, Elections:

- The chair and vice chair shall hold offices for three-year terms, and may be eligible for re-election to successive terms.

- The election of officers shall take place at the first meeting every third calendar year, except that officers may be elected to serve multiple years if that is the desire of the RTP. When there is an election scheduled, the RTP chairman shall appoint a nominating committee at the last regular meeting of the previous calendar year. The nominating committee shall report their recommended candidates for officers at the next RTP meeting. Nominations may also be made from the floor.

- Newly elected officers shall assume their duties at the next RTP meeting following the election.

- Any officer may be removed from office, with or without cause, upon majority vote of the RTP at any duly scheduled meeting. No such removal from office shall have the effect of removing such person as a representative; rather only the member agency that appointed the representative shall have such authority.

Attached is the following:

- Membership Roster

RECOMMENDED ACTION: Approval of a motion electing a Chairman and Vice-Chairman of the Bay, Gulf, Holmes and Washington Regional Transportation Partnership. If the current vice chairman is elected as chairman there is an additional recommended action of electing a new vice chairman of the Bay, Gulf, Holmes and Washington Regional Transportation Partnership. Please contact Ms. Tiffany Bates, RTP staff, at 1-800-332-7976, Extension 217 or tiffany.bates@wfrpc.org if additional information is needed.
# Bay Gulf Holmes Washington RTP Roster

## BAY COUNTY

**William T Dozier Commissioner**  
Bay Board of County Commissioners  
840 W. 11TH STREET  
Panama City FL 32401  

Contact email: wdozier@baycountyfl.gov  
Contact Phone: (850) 248-8142  
Work Phone: (850) 248-8142

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**David Griggs Commissioner**  
City of Callaway  
7111 Winona Street  
Callaway FL 32404

Contact email: commissionergriggs@cityofcallaway.com  
Contact Phone: (850) 819-1951

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## GULF COUNTY

**Ward McDaniel Commissioner**  
Gulf County  
1000 Cecil G. Costin Sr. Blvd  
Port St. Joe FL 32456

Contact email: commissioner2@gulfcounty-fl.gov  
Contact Phone: (850) 227-5614

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**Jimmy Rogers Commissioner**  
Gulf Board of County Commissioners  
1000 Cecil G Costin Sr Blvd  
Port St Joe FL 32456

Contact email: Commissioner3@gulfcounty-fl.gov  
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## HOLMES COUNTY

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## WASHINGTON COUNTY

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