Bay County TPO

EMERALD COAST REGIONAL COUNCIL

Pamn Henderson
Chair

Robert Carroll
Vice Chair

TRANSPORTATION PLANNING ORGANIZATION MEETING

Wednesday, November 4, 2026, at 3:30 p.m.

Bay County Transit Office, 1010 Cone Ave., Panama City, FL 32401

Technical Coordinating Committee (TCC) Meeting **- 11:00 a.m.**

Citizens' Advisory Committee (CAC) Meeting **- 1:30 p.m.**

CALL TO ORDER / INVOCATION / PLEDGE – Chair Pamn Henderson

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.

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

FDOT UPDATE - *Bryant Paulk, AICP, Florida Department of Transportation (FDOT) Urban Liaison*

CONSENT AGENDA

1. Approval of August 2026 Meeting Minutes — View ↗
2. Consideration of Resolution BAY 26-20 Adopting the Congestion Management Process Plan (CMPP) Minor Update — View ↗
3. Consideration of Resolution BAY 26-22 Adopting the Bay County Transportation Planning Organization (TPO) Public Participation Process (PPP) Plan — View ↗

ACTION ITEMS

ENCLOSURE A – Consideration of Resolution BAY 26-21 Amending the FY 2027–2031 TIP for the CR 388/SR 77 Traffic Signal Project

ROLL CALL VOTE REQUIRED

Bryant Paulk, AICP, FDOT

P.O. Box 11399, Pensacola, FL • 32524-1399
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923| www.ecrc.org

ENCLOSURE B – Consideration of Resolution BAY 26-18 Adopting Statewide "Target Zero" Targets for Safety Performance Measures
Gary Kramer, ECRC Staff

ENCLOSURE C – Consideration of Resolution BAY 26-19 Adopting Targets for System Performance, Pavement, and Bridge Measures
Gary Kramer, ECRC Staff

ENCLOSURE D – Appointment of Bay County TPO Board Member and Alternate to the MPOAC Governing Board for Calendar Year 2027
TPO ONLY
Kandase Lee, ECRC CEO

PRESENTATION ITEMS

ENCLOSURE E – Transportation Alternatives (TA) Program and the Transportation Regional Incentive Program (TRIP) Presentation
Jill Nobles, ECRC Staff

INFORMATION ITEMS

1. TCC and CAC August 2026 Meeting Minutes View ↗

TRANSIT AGENDA

ENCLOSURE F – Bayway Transit Development Plan (TDP) Major Update – Future System Vision
INFORMATION ONLY
Lamar Hobbs, Bay County Transit / Brian Waterman, HDR

ENCLOSURE G – Consideration of Resolution BAY 26-16 Approving and Authorizing Implementation of the SunFlex Demonstration Project
Lamar Hobbs, Bay County Transit

ENCLOSURE H – Consideration of Resolution BAY 26-17 Approving the Bayway Flex Fare Policy Update
Lamar Hobbs, Bay County Transit

ENCLOSURE I – Consideration of Resolution BAY 26-23 Donating a Surplus Bus to Bay County Board of County Commissioners
TPO ONLY
Lamar Hobbs, Bay County Transit

TRANSIT UPDATE - *Lamar Hobbs, Bay County Transit*

LEGAL UPDATE - *Burke, Blue, Hutchison, Walters & Smith, P.A.*

OTHER BUSINESS

ADJOURNMENT - Stay up to date with TPO events and activities by subscribing to the Bay County TPO Interested Parties list by clicking here: Bay County TPO Interested Parties

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 seaInglés. Notifique a la Ada Clark (ada.clark@ecrc.org) de los requisitos de acceso o el idioma en el 850-332-7976 ext. 227 o 1-800-955-8771 para TTY-Florida al menos 48 horas de antelación.

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 American with Disabilities Act and for languages other than English. Please notify ECRC Public Involvement of any special requirements or requests at publicinvolvement@ecrc.org or email Tiffany Bates at tiffany.bates@ecrc.org. You may also call 1-800-226-8914 or 1-800-955-8771 for TTY-Florida. All requests should be made at least 48 hours in advance.

SCAN QR CODE TO VIEW
FULL AGENDA

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BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION MEETING MINUTES
Emerald Coast Regional Council
Bay County Transit Office; 1010 Cone Ave, Panama City, FL 32401
August 26, 2026

MEMBERS IN ATTENDANCE:

Pamn Henderson, CHAIR	City of Callaway
Robert Carroll, VICE-CHAIR	Bay County Commission
Daniel Raffield	Bay County Commission
Doug Moore	Bay County Commission
Clair Pease	Bay County Commission
David Griggs	City of Callaway
Sam Peebles	City of Lynn Haven
Pat Perno	City of Lynn Haven
Brian Grainger	City of Panama City
Janice Lucas	City of Panama City
Robbie Hughes	City of Panama City
Josh Street	City of Panama City
Allan Branch	City of Panama City
Mary Coburn	City of Panama City Beach
Paul Casto	City of Panama City Beach
Jack Griffis	City of Springfield

OTHERS IN ATTENDANCE:
Bryant Paulk – FDOT
Lamar Hobbs – BayWay
Vincent Spahr – Kimley Horn
Daniel Rosenheim – Burke Blue, P.A. Law Firm
Mary Beth McShane – Gude Management Group
Karl Rudd – Gude
Dean Wolfe – City of Lynn Haven
Carol Kent Smith – Gude
Julie Gilliland - HDR

ECRC Staff
Kandase Lee
Tiffany Bates
Leandra Meredith
Gabrielle McVoy
Jill Nobles
Virtual Attendance:
Rae Emary
Tammy Neal
Gary Kramer

Call to Order / Invocation / Pledge
Chair Pamn Henderson opened the meeting. Commissioner Daniel Raffield delivered the invocation, followed by the Pledge of Allegiance.

Approval of Agenda
Commissioner Coburn moved to approve the agenda as amended. Commissioner Street seconded the motion, and it was unanimously approved.

Public Forum

FDOT Update
Bryant Paulk reported that construction is underway on the final Panama City Beach Parkway widening segment, from Richard Jackson Boulevard to the Hathaway Bridge, with an anticipated fall 2030 completion. Sidewalk installation on both sides of State Road 77 between 23rd Street and Baldwin Road is scheduled for completion in February 2027 and may finish earlier. In response to questions, FDOT noted that State Road 22 would be considered during tentative work program development, with information expected at the February meeting; the Mill Bayou/Cato Road bridge replacement is expected to finish in fall 2026; further State Road 390 widening is not funded beyond design; and coordination continues with the railroad on the U.S. 231/Pipeline Road crossing.

FDEP Update
Cassidy Haney stated that there was an upcoming public reporting application for the Florida Circumnavigational Saltwater Paddling Trail and an update to the statewide trail system plan. The application is expected to launch in October; eligible trail additions to the system plan may support future SUN Trail funding opportunities.

Planning and Transit Consent Agenda
1. **Approval of May 2026 Meeting Minutes**
2. **Consideration of Resolution Bay 26-15 Adopting the 2026 Title VI and Nondiscrimination Policy and Plan Including Limited English Proficiency (LEP)**
3. **TPO ONLY: Membership Certification for Bay County Transportation Disadvantaged Coordinating Board**

Commissioner Grainger moved to approve the Consent Agenda. Council Member Perno seconded the motion and it was unanimously approved.

Planning Action Items
1. **ENCLOSURE A – Consideration of Resolution Bay 26-14 Amending the Fiscal Year (FY) 2026 – FY 2027 Bay Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP) to Add Previously De-Obligated PL Funds - *Kandase Lee, ECRC CEO***

   Kandase Lee explained that the amendment would restore previously de-obligated planning funds to the FY 2026–FY 2027 UPWP for TPO staff planning activities.

Council Member Coburn moved to approve the TPO chair to sign Resolution Bay 26-14 amending the Fiscal Year (FY) 2026 – FY 2027 Bay TPO UPWP to add previously de-obligated PL funds. Council Member Perno seconded the motion and it was unanimously approved.

Planning Presentation Items

1. **ENCLOSURE B – Congestion Management Process Plan (CMPP) Minor Update**

   Jill Nobles presented the Congestion Management Process Plan (CMPP) minor update, including an FDOT interactive level-of-service map and performance measures for carpooling, commute times, bicycle and pedestrian facilities, transit, safety, and resurfacing. Staff is reviewing possible double-counting in 2023 bicycle and pedestrian facility data before the plan returns for consideration in November. Members asked about American Community Survey and FDOT GIS data sources, and which projects are included in resurfacing measures. No action was taken.

2. **ENCLOSURE C – Public Participation Process (PPP) Plan for the Bay County Transportation Planning Organization (TPO)**

   Rae Emary presented the draft Public Participation Process Plan and invited Board and public feedback on outreach methods. The plan is available online and is expected to return for approval in November. No action was taken.

PLANNING INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC May 2026 Meeting Minutes
2. Amendment to the FY2026-2030 TIP Letters

Transit Agenda

Transit Presentation Items

1. **ENCLOSURE D – ALL COMMITTEES – Bayway TDP Major Update – Existing System Review - *Lamar Hobbs, Bay County Transit***

   Julie Gilliland with HDR presented the Bayway Transit Development Plan major update existing-system review for the 2027–2036 planning horizon. The presentation addressed service coverage, ridership and costs, peer comparisons, public and stakeholder feedback, and proposed goals. Demand-response ridership increased while fixed-route services faced rising costs and lower ridership. Survey respondents requested longer service hours, more frequent service, shorter waits, and improved stops. Staff identified potential reductions in federal and state funding. Future needs and the financial plan are expected in November, with a draft plan anticipated for Board consideration in January. No action was taken.

Transit Update

Lamar Hobbs introduced Jennifer Thomas as Bayway's new general manager. Members discussed a reported $341,673 in outstanding municipal contributions, including a reported decision by Panama City Beach to pay half of its portion. Staff stated that unpaid contributions could require service reductions or alternative funding and anticipated returning with options in November. Members also discussed Tourism Development Council support for Sunday service next year, the bus wash program, potential funding agreements, and an FDOT initiative examining fixed-route and demand-response integration and possible fare changes.

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

OTHER BUSINESS – The next Bay TPO meeting will be held on November 4, 2026, at 3:30 p.m. The TCC will meet at 11:00 a.m. and the CAC at 1:30 p.m. All meetings will take place at the Bay County Transit Office, 1010 Cone Ave Panama City, FL 32401.

ADJOURNMENT

ACTION ITEM

CONSENT ITEM 2 | ALL COMMITTEES

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SUBJECT: Consideration of Resolution BAY 26-20 Adopting the Congestion Management Process Plan (CMPP) Minor Update

ORIGIN OF SUBJECT: Unified Planning Work Program (UPWP) Task 3: Data Development and Management

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The purpose of the Congestion Management Process Plan (CMPP) is to identify, monitor, and rate the performance of transportation facilities (roadways, bike lanes, sidewalks, and transit services). It will also suggest strategies for managing demand and encouraging commuting alternatives and low-cost, short-term actions to alleviate congestion. The CMPP is a tool used to evaluate the performance of transportation facilities by identifying where congestion exists.

The CMPP major update takes place every five years to coincide with the TPO's Long Range Transportation Plan (LRTP) update. The major update was completed in August 2025 as part of the 2050 LRTP and can be found at: www.ecrc.org/Bay2050LRTP. The CMPP reviews specific strategies and projects (such as congested areas and corridors) as a part of the overall identification of opportunities for process improvement.

A minor update takes place on an annual basis and is documented through the CMPP minor update report to coordinate its implementation with TIP development. The annual CMPP minor update reflects the accomplishments in terms of congestion mitigation expected by the TPO by evaluating performance measures and the Level of Service (LOS) tables. FDOT publishes the annual LOS metrics at FDOT District 3 Existing Level of Service 2024 and FDOT District 3 Future Level of Service 2045 via interactive map. The Performance Measures and Performance Targets (Table 5) are also updated annually as part of the CMPP minor update.

The draft 2026 CMPP Minor Update Report can be found at the following link: https://www.ecrc.org/programs/transportation_planning/bay_county_tpo/plans_and_documents/index.php#outer-56. Table 5 in Draft 2 was updated after the August TPO meeting.

Attached are the Following:

- Resolution BAY 26-20
- Table 5 Performance Measures and Performance Targets

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution BAY 26-20 adopting the Congestion Management Process Plan minor update. This action is recommended to provide an interim update between major updates. Contact Jill Nobles, ECRC staff, at (850) 332-7976, ext. 212 or jill.nobles@ecrc.org.

RESOLUTION BAY 26-20

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE CONGESTION MANAGEMENT PROCESS PLAN MINOR UPDATE

WHEREAS, the Bay County Transportation Planning Organization (TPO) is the organization designated by the governor 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, Fixing America's Surface Transportation Act ("FAST Act") Section 1201 134(k)(3)(a) requires that TMAs address congestion management through a process that provides for effective management and operation, based on a cooperatively developed and implemented metropolitan-wide strategy of new and existing transportation facilities eligible for funding under this chapter and title 23 through the use of travel demand reduction, job access projects, and operational management strategies; and

WHEREAS, although the Bay County TPO area is not a designated TMA, Florida Department of Transportation (FDOT) policy extends this requirement to all Metropolitan Planning Organizations to emphasize mobility management; and

WHEREAS, the Congestion Management Process Plan (CMPP) is considered a fully operational management system plan; and

WHEREAS, the purpose of the CMPP is to rate the performance of transportation facilities and suggest low-cost and short-term strategies to alleviate congestion; and

WHEREAS, the CMPP requires an annual minor update which entails evaluating performance measures and level of service (LOS) ratings for all segments of the CMPP network;

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

The 2026 Congestion Management Process Plan minor update is hereby adopted.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

Table 5: Congestion Management Process – Performance Measures and Performance Targets

Performance Measure	2019	2020	2021	2022	2023	2024 Minor Update	Performance Target
% of Workers 16 and over who Car, Truck, or Van-Pooled to work	10.4%	10.8%	10.9%	11.1%	11.6%	**11.5%**	**≥ 10.5% carpooled to work**
Commute to Work Mode Split	81.4%	80.7%	80.0%	78.1%	76.4%	**75.1%**	**≤ 75.0% Drove Alone**
Commute to Work Travel Times (30 mins or less)	67.3%	67.0%	66.0%	65.36%	65.0%	**66.7%**	**≥ 70% travel 30 mins or Less**
SHS Miles	208.8	208.8	203.8	208.8	213.5	**213.5**	**≥ 246 Miles**
% Pedestrian Facility SHS Coverage	36.2%	36.3%	36.6%	37.3%	37.9%	**40.7%**	**≥ 45.0%**
Pedestrian Facility Miles	75.6	75.8	74.5	77.7	80.9	**87.0**	**≥ 110 Miles**
% Bicycle Facility SHS Coverage	27.3%	27.3%	24.3%	22.3%	30.1%	**33.0%**	**≥ 50.0%**
Bicycle Facility Miles	56.9	57.1	49.7	46.4	64.4	**70.4**	**≥ 123 Miles**
Passengers per Revenue Mile	0.817	0.613	0.584	0.614	0.51	**0.82**	**0.7 Passenger per Revenue Mile**
Serious Injury Rates per Annual 100 Million Vehicle Miles of Travel (MVMT)	10.449	9.278	8.596	7.724	7.18	**7.20**	**0 Serious Injuries per Annual 100 MVMT**
Fatality Rates per Annual 100 MVMT	1.584	1.617	1.665	1.829	1.17	**1.49**	**0 Fatalities per Annual 100 MVMT**

DRAFT

Performance Measure	2019	2020	2021	2022	2023	2024 Minor Update	Performance Target
% Population in Census Block Groups within 1 mile of Bicycle Facilities	84.6%	84.4%	81.6%	79.6%	94.6%	**94.8%**	**≥ 90.0% of Population**
% of facilities with LOS D, E, or F	21.0%	21.0%	-	-	24.5%	**24.1%**	**≤ 30% of facilities with LOS D, E, or F**
# of Resurfacing Projects in TIP/Total Projects in TIP	6.2%	8.7%	10.5%	12.2%	10.2%	**9.6%**	**≥ 10.0% of Resurfacing Projects in TIP**

DRAFT

Performance Target Methodology:

% of Worker 16 and over who Carpool to Work - Average of the Bay County TPO percentage plus 0.5% (ACS 5-year estimates represent data collected over a period of time. Ex. 2024 ACS 5-year estimates cover years 2020-2024. ACS 1-year estimates are reported for 2023.)

Commute to Work Model Split - ACS 5-year estimates are reported for years 2020 and 2024. ACS 1-year estimates are reported for years 2019, 2021, 2022 and 2023.

Commute to Work Travel Times - ACS 5-year estimates are reported for years 2020 and 2024. ACS 1-year estimates are reported for years 2019, 2021, 2022 and 2023.

% Pedestrian Facility SHS Coverage - Existing + Planned Pedestrian Facilities that will cover the SHS. Planned Facilities on the SHS (from the TIP) were added beginning in 2024.

% Bicycle Facility SHS Coverage - Existing + Planned Bicycle Facilities that will cover the SHS. Planned Facilities on the SHS (from the TIP) were added beginning in 2024.

Passengers per Revenue Mile - Peer Group Mean of Passengers per Revenue Mile in BayWay's TDP

Vehicle Miles Traveled (in millions) - Average of the Bay County TPO percentage

Serious Injury Rates per Annual 100 MVMT - Supports FDOT's "Vision Zero".

Fatality Rates per Annual 100 MVMT - Supports FDOT's "Vision Zero".

% Population within 1 mile of Bicycle Facilities on the SHS - Population within 1 mile of Existing + Planned Bicycle Facilities on the SHS.

% of Facilities or Centerline Miles with LOS D, E, F - Percent of facilities or centerline miles with LOS D, E, or F minus 5% (Centerline miles are used beginning in 2024.)

% Interstate Person-Miles Traveled that are Reliable - ECRC established target

% Non-Interstate NHS Person-Miles Traveled that are Reliable - ECRC established target

# of Resurfacing Projects in TIP/Total Projects in TIP - Sum of resurfacing project mileage/Bay County TPO Roadway Network Mileage

The 2023 Major Update used an alternative methodology for SHS/Pedestrian/Bicycle Facility Miles, Pedestrian/Bicycle Facility SHS Coverage, and % Population within 1 mile of Bicycle Facilities.

ACTION ITEM

CONSENT ITEM 3 | ALL COMMITTEES

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SUBJECT: Consideration of Resolution Bay 26-22 Adopting the Bay County Transportation Planning Organization (TPO) Public Participation Process (PPP) Plan

ORIGIN OF SUBJECT: Code of Federal Regulations (CFR 450.316) and the Florida Metropolitan Planning Organization (MPO) Handbook

LOCAL GOVERNMENT ACTION NEEDED: None

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

The PPP is reviewed every five years with coordination from the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA), and the Florida Department of Transportation (FDOT).

The 45-day review period for the plan ran from August 26, 2026, to October 13, 2026.

The draft PPP can be viewed at the following link: **https://www.ecrc.org/BAYPublicInvolvement**

Attached is the following:

- Resolution Bay 26-22

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution BAY 26-22 adopting the Bay County TPO Public Participation Plan. Contact Marketing and Outreach at (850) 332-7976 or marketing@ecrc.org if additional information is needed.

RESOLUTION BAY 26-22

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE PUBLIC PARTICIPATION PROCESS PLAN

WHEREAS, 23 Code of Federal Regulations (CFR), Part 450, Subpart C, Section 316 (b)(1) states the metropolitan planning process shall, "include a proactive public participation process that provides complete information, timely public notice, full public access to key decisions, and supports early and continuing participation of the public in developing plans"; and

WHEREAS, in general, federal legislation built upon previous transportation legislation (ISTEA, TEA-21 and SAFETEA-LU) to provide states and metropolitan planning organizations specific direction in conducting and promoting broad-based public participation activities; and

WHEREAS, federal legislation requires metropolitan planning organizations to provide citizens, affected public agencies, representatives of public transportation employees, freight shippers, providers of freight transportation services, private providers of transportation, representatives of users of public transportation, representatives of users of pedestrian walkways and bicycle transportation facilities, representatives of the disabled and other interested parties with a reasonable opportunity to comment on the transportation plan;

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

1) The TPO has reviewed its public participation procedures, hereafter referred to as Public Participation Plan, to assure that full and open access to the TPO decision-making process is provided for all citizens and finds the document to be in compliance with the Code of Federal Regulations (CFR 450.316) and the Florida Metropolitan Planning Organization (MPO) Handbook.

2) The TPO adopts the Public Participation Plan.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

ACTION ITEM

ENCLOSURE A | ALL COMMITTEES

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SUBJECT: Consideration of Resolution Bay 26-21 Amending the FY 2027-2031 Transportation Improvement Program to Add the Preliminary Engineering (PE) Phase for CR 388 and SR77 Traffic Signal Project for Financial Project Identification (FPID) Number 458902-1 in FY 2026/2027 at a Total Cost of $192,693 **(ROLL CALL VOTE REQUIRED)**

ORIGIN OF SUBJECT: FDOT

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, the TPO adopts a Transportation Improvement Program (TIP), which lists the projects scheduled throughout the five years of the FDOT Work Program for various phases such as project development and environmental study, design, right-of-way acquisition and construction. To receive federal funding, the projects must be in the TPO's adopted TIP. This TIP amendment changes Project ID 458902-1 to add the PE Phase for a CR 388 and SR77 signal project in FY 2026/2027 at a total cost of $192,693.

Attached are the following:

- Resolution Bay 26-21
- Request for Amendment
- Page of the FY 2027 – FY 2031 TIP as Amended

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution Bay 26-21 amending the FY 2027-2031 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.

RESOLUTION BAY 26-21

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2027-2031 TRANSPORTATION IMPROVEMENT PROGRAM

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

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

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

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

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

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

The TPO amends the FY 2027-2031 Transportation Improvement Program by adding the Preliminary Engineering (PE) phase for the CR 388 and SR77 traffic signal project for Financial Project Identification (FPID) number 458902-1 in FY 2026/2027 at a total cost of $192,693.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4th day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

FDOT Request

BAY TPO FY 27-31 TIP Amendment Request

ID # **Project Name/Location**

458902-1 **SR 77 AT CR 388**

Work Mix: 0716 TRAFFIC SIGNALS

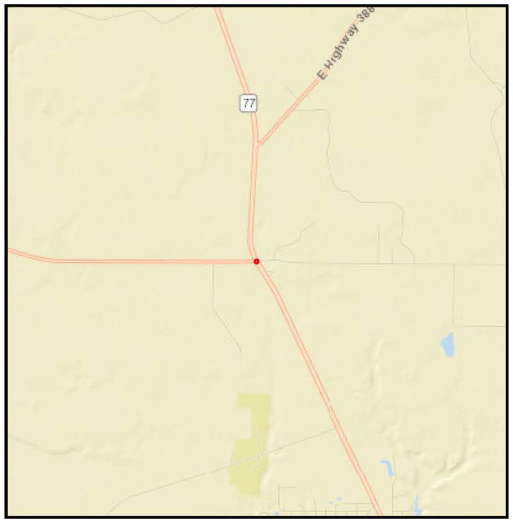
Project Length: 0.750 MI

	Phase Code	<2027	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	**TOTAL**	Fund Code
PE	31		$1,000					**$1,000**	**ACSS**
PE	32		$180,000					**$180,000**	**ACSS**
PEX	39		$11,693					**$11,693**	**DIOH**
		$0	$192,693	$0	$0	$0	$0	**$192,693**	

NEW SIGNAL

4589021 - SR 77

Non-SIS



From: @CR 388
To: INTERSECTION
Section: 5 - TSM
Work Summary: TRAFFIC SIGNALS
Length: 0.750 MI
Lead Agency: FDOT
LRTP #: Final Report p. F-22

Phase	Fund Source	2026/27	2027/28	2028/29	2029/30	2030/31	Total
PE	ACSS	181,000	0	0	0	0	181,000
PEX	DIOH	11,693	0	0	0	0	11,693
Total		**192,693**	**0**	**0**	**0**	**0**	**192,693**

Prior Cost <2027: 0
Future Cost >2032: 0
Total Project Cost: 192,693
Project Description: Construct Traffic Signal at SR 77 and CR 388.

27-31 TIP Page as Amended

ACTION ITEM

ENCLOSURE B | ALL COMMITTEES

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SUBJECT: Consideration of Resolution BAY 26-18 Adopting Statewide "Target Zero" Targets for Safety Performance Measures

ORIGIN OF SUBJECT: Federal Transportation Legislation, Moving Ahead for Progress in the 21st Century MAP-21 Act, Fixing America's Surface Transportation (FAST) Act, and Infrastructure Investment and Job Act (IIJA), Federal Highway Administration (FHWA), and Florida Department of Transportation (FDOT)

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Annually, Transportation Planning Organizations (TPOs) are required to adopt targets for Safety Performance Measures by February 27. The TPOs can either accept the DOT targets or establish their own targets (see requirements in the next paragraph). From 2018 - 2026, the Bay County TPO accepted the FDOT targets for Safety Performance Measures by adopting resolutions. The necessary language for Safety Performance Measures was incorporated into the corresponding Transportation Improvement Programs (TIPs) and amendments to the TIPs. Any future amendments to the 2050 Long Range Transportation Plan (LRTP) will also need to incorporate language for Performance Measures. **Because of these previous TPO actions, Resolution 26-18 has been worded to continue with the state targets for Safety as it needs to be adopted by February 27, 2027.**

If a TPO agrees to support a State Highway Improvement Program Target, the TPO would

- Work with state and safety stakeholders to address areas of concern for fatalities or serious injuries within the metropolitan planning area.
- Coordinate with the State and include the safety performance measures and the State's Highway Improvement Program targets for those measures in the Metropolitan Transportation Plan.
- Integrate into the metropolitan transportation planning process, the safety goals, objectives, performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the Highway Safety Improvement Program, including the Strategic Highway Safety Plan.
- Include a description in the Transportation Improvement Program of the anticipated effect of the Transportation Improvement Program toward achieving Highway Safety Improvement Program targets in the Metropolitan Transportation Plan, linking investment priorities in the Transportation Improvement Program to those safety targets.

If a TPO establishes its own Safety Performance Target, the TPO would

- Establish Highway Safety Improvement Program targets for all public roads in the metropolitan planning area in coordination with the State.
- Estimate vehicle miles traveled (VMT) for all public roads within the metropolitan planning area for rate targets.
- Coordinate with the state and include the safety performance measures and the TPO's safety targets for those measures in the Metropolitan Transportation Plan.
- Integrate into the metropolitan transportation planning process, the safety goals, objectives,

performance measures and targets described in other State safety transportation plans and processes such as applicable portions of the Highway Safety Improvement Program, including the Strategic Highway Safety Plan.

- Include a description in the Transportation Improvement Program of the anticipated effect of the Transportation Improvement Program toward achieving Highway Safety Improvement Program targets in the Metropolitan Transportation Plan, linking investment priorities in the Transportation Improvement Program to those safety targets.

FDOT has adopted a "Vision Zero" target for the five safety measures. This "Target Zero" target is based on the Florida Strategic Highway Safety Plan. The table below illustrates the targets the TPO adopted from 2018-2026 as well as FDOT targets for 2027. The targets are based on a five-year rolling average: 2018 (2012-2016), 2019 (2013-2017), 2020 (2014-2018), 2021 (2015-2019), 2022 (2016-2020, 2023 (2017-2021), 2024 (2018-2022), 2025 (2019-2023), 2026 (2020-2024), and 2027 (2021-2025).

Entity	Number of Fatalities	Rate of Fatalities per Hundred Million Vehicle Miles Traveled	Number of Serious Injuries	Rate of Serious Injuries per Hundred Vehicle Miles Traveled	Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries
FDOT (2018)	0	0	0	0	0
FDOT (2019)	0	0	0	0	0
FDOT (2020)	0	0	0	0	0
FDOT (2021)	0	0	0	0	0
FDOT (2022)	0	0	0	0	0
FDOT (2023)	0	0	0	0	0
FDOT (2024)	0	0	0	0	0
FDOT (2025)	0	0	0	0	0
FDOT (2026)	0	0	0	0	0
FDOT (2027)	**0**	**0**	**0**	**0**	**0**

FDOT's METHODOLOGY

Florida shares the national traffic safety vision "Toward Zero Deaths," and formally adopted its own version of the national vision, "Driving Down Fatalities." FDOT is committed to eliminating fatalities and reducing serious injuries with the understanding that the death of any person is unacceptable and based on that, zero deaths is the FDOT safety performance target. This target is consistent

throughout the FDOT Strategic Highway Safety Plan, Highway Safety Improvement Program and Highway Safety Plan.

Number of Fatalities
Based on statistical forecasting, the five-year rolling average for total fatalities on Florida's roads was forecasted to be 2,950 in 2025. Florida's target for fatalities is zero in 2027. The data forecast indicates Florida's five-year rolling average for fatalities will continue to trend downward. The FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of traffic fatalities on Florida's roads.

Number of Serious Injuries
Based on statistical forecasting, the five-year rolling average for serious injuries on Florida's roads was forecasted to be 13,068 in 2025. Florida's target for serious injuries is zero in 2027. The data forecast indicates Florida's five-year rolling average of serious injuries will continue to trend downward. The FDOT State Office expects the projects chosen for funding will enhance this downward trend in the number of serious injuries on Florida's roads.

Fatality Rate
Based on statistical forecasting, the five-year rolling average for fatality rate per 100 million Vehicle Miles Traveled on Florida's roads was forecasted to be 1.17 in 2025. Florida's target for fatality rate per 100 million vehicle miles traveled is zero in 2027. The data forecast indicates Florida's five-year rolling average of fatality rate per 100 million Vehicle Miles Traveled will continue to trend downward. The FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the fatality rate per 100 million Vehicle Miles Traveled on Florida's roads.

Serious Injury Rate
Based on statistical forecasting, the five-year rolling average for serious injury rate per 100 million Vehicle Miles Traveled on Florida's roads was forecasted to be 5.19 in 2025. Florida's target for serious injury rate per 100 million Vehicle Miles Traveled is zero in 2027. The data forecast indicates Florida's serious injury rate per 100 million Vehicle Miles Traveled will continue to trend downward. The FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of serious injuries per 100 million Vehicles Miles Traveled on Florida's roads.

Total Number of Non-Motorized Fatalities and Serious Injuries
Based on statistical forecasting, the five-year rolling average for the number of non-motorized fatalities and serious injuries on Florida's roads was forecasted to be 3,101 in 2025. Florida's target for number of non-motorized fatalities and serious injuries is zero in 2027. The data forecast indicates Florida's number of non-motorized fatalities and serious injuries will continue to trend downward. The FDOT State Safety Office expects the projects chosen for funding will enhance this downward trend in the number of non-motorized fatalities and serious injuries on Florida's roads.

Attached is the following:
- Resolution Bay 26-18

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution BAY 26-18 adopting Statewide "Target Zero" targets for Safety Performance Measures. This action is recommended to comply with February 27, 2027 deadline to remain in compliance with the federal and state regulations for transportation planning. Contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.

RESOLUTION BAY 26-18

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING TARGETS FOR SAFETY MEASURES

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 Federal Highway Administration (FHWA) issued a final rule based on section 1203 of the Moving Ahead for Progress in the 21st Century (MAP-21) and with considerations to provisions in the Fixing America's Surface Transportation (FAST) Act and the Infrastructure Investment and Job Act (IIJA) which established the five safety performance measures; and

WHEREAS, the Florida Department of Transportation (FDOT), as part of their annual development of the State Highway Safety Improvement Plan has developed safety targets for each of the five safety performance measures, and each TPO establishes safety targets by February 27, 2027 and report**s** progress over time in reaching the adopted target;

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

The Bay County TPO adopts the following Statewide "Target Zero" targets for Safety Performance Measures for 2027:

- **Number of Fatalities** – **"0"** to support FDOT's 0 target for traffic fatalities and support FDOT's "Target Zero."
- **Rate of Fatalities per Hundred Million Vehicle Miles Traveled** – **"0"** to support FDOT's 0 target for traffic fatalities per Hundred Million Vehicle Miles Traveled and support FDOT's "Target Zero."
- **Number of Serious Injuries** – **"0"** to support FDOT's 0 target for serious injuries and support FDOT's "Target Zero."
- **Rate of Serious Injuries per Hundred Million Vehicle Miles Traveled** – **"0"** to support FDOT's 0 target for the rate of serious injuries per Hundred Million Vehicle Miles Traveled and support FDOT's "Target Zero."
- **Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries** – **"0"** to support FDOT's 0 target for non-motorized fatalities and non-motorized serious injuries and support FDOT's "Target Zero."

Passed and duly adopted by the Bay County Transportation Planning Organization held on this 4th day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY:_____
Pamn Henderson, Chair

ATTEST: _____

ACTION ITEM

ENCLOSURE C | ALL COMMITTEES

← Back to Agenda

SUBJECT: Consideration of Resolution Bay 26-19 Adopting Targets for System Performance, Pavement, and Bridge Measures

ORIGIN OF SUBJECT: Federal Transportation Legislation, Moving Ahead for Progress in the 21st Century Act (MAP-21), Fixing America's Surface Transportation (FAST) Act, and Infrastructure Investment and Job Act (IIJA), Federal Highway Administration (FHWA), and Florida Department of Transportation (FDOT)

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: Implementation of Transportation Performance Measures for the Transportation Planning Organizations began in 2018. The TPO annually adopts Safety targets by February 27 each year. In addition, the TPO initially adopted 4 years targets for System Performance, Bridge, and Pavement on September 26, 2018 and again on April 19, 2023. The deadline for the TPO to set the next 4 year targets for the System Performance, and Bridge and Pavement is March 30, 2027, 180 days after the FDOT is required to set its 2 year and 4 year targets for System Performance, Bridge, and Pavement. The 2 year targets reflect the anticipated performance level at the midpoint of each performance period while the 4 year targets reflect the end of the performance period. FDOT has the option to adjust the 4 year targets in its Mid-Performance Period Progress Report which is due October 1, 2028. The TPOs are required to set 4 year targets only for Non-Interstate National Highway System (NHS) Travel Time Reliability, Percentage of Pavements on the Interstate System in Good Condition, and Percentage of Pavements on Interstate System in Poor Condition. Any updates to the TPO's Long Range Transportation Plan (LRTP) or Transportation Improvement Program (TIP) must address Targets for System Performance, Pavement, and Bridge. While FDOT is required to set 2 year and 4 year targets, the TPO is only required to set 4 year targets.

System Performance

System Performance data categories for Interstate and Non-Interstate seek to assess how reliable the NHS Network is by creating a ratio (called Level of Travel Time Reliability or LOTTR) that compares the worst travel times on a road against the travel time that is typically experienced. Road miles with a LOTTR less than 2.0 are considered reliable. Traffic volume and an average vehicle occupancy are factored in to determine the person miles that are reliable and then converted to a percent of total miles. The System Performance Category for Freight seeks to assess how reliable the Interstate network is for trucks by creating a ratio-Truck Travel Time Reliability (TTTR) that compares the very worst travel times for trucks against the travel time they typically experience.

Reliability measures for interstate and non-interstate are calculated by determining the LOTTR for each reporting segment, rounded to the nearest hundredth. LOTTR is defined as the ratio of the 80th percentile travel time to the 50th percentile travel time using travel time data in 15-minute intervals from the National Performance Monitoring Research Dataset (NPMRDS). The LOTTR metric is calculated for the following time periods:

- AM Peak – 6:00am – 10:00am on Monday – Friday
- Mid-day – 10:00am – 4:00pm on Monday – Friday
- PM Peak – 4:00pm – 8:00pm on Monday – Friday
- Weekends – 6:00am – 8:00pm on Saturday and Sunday

Segments with LOTTR greater than or equal 2.0 during any of the above time periods are considered unreliable. To obtain person miles traveled, vehicle miles traveled (VMT) for each segment are multiplied by the average

vehicle occupancy for each type of vehicle on the roadway. For PM3 measures, all segments in Florida use the national average occupancy of 1.7 published by FHWA. To calculate the percent of person miles traveled that are reliable on the Interstate, sum the number of person miles traveled on reliable segments and divide by the sum of total person miles traveled.

The Truck Travel Time Reliability Index is also calculated using travel time data in 15-minute intervals from the National Performance Monitoring Research Dataset (NPMRDS). Average travel times are ranked for each segment of the Interstate for each of the following five time periods:
- AM Peak – 6:00am – 10:00am on Monday – Friday
- Mid-day – 10:00am – 4:00pm on Monday – Friday
- PM Peak – 4:00pm – 8:00pm on Monday – Friday
- Weekend – 6:00am – 8:00pm on Saturday - Sunday
- Overnight – 8:00pm – 6:00am on all days of the week

TTTR is calculated for each segment of the Interstate during the time periods by dividing the 95th percentile truck travel time by the 50th percentile truck travel time. The maximum highest TTTR for each segment is then weighed by segment length. The sum of the weighted values is divided by the total Interstate length to calculate the Truck Travel Time Reliability Index. Therefore, FDOT has established that 75.0 percent of TTTR for interstates as reliable and 60.0 percent of TTTR for non-interstates as reliable.

Pavement

The Pavement data categories are percentage of pavements on the Interstate System in Good Condition, percentage of pavements on the Interstate System in Poor Condition, percentage of pavements on the non-Interstate NHS in Good Condition, and percentage of pavements on non-Interstate System NHS in Poor Condition. Good Condition suggests no major investment is needed. Poor Condition suggests major investment is needed. The FHWA pavement condition performance measures assess pavement conditions based on International Roughness Index (IRI), cracking, rutting (for asphalt pavements) and faulting (for jointed concrete pavements). For asphalt and jointed concrete pavements, a 0.1 mile segment is considered in good condition if all three metrics are rated good; if two or more metrics are considered poor, the condition is Poor.

Using the FHWA Criteria, data and the FDOT Pavement Condition Survey, 60.0 percent of the interstate pavements are in Good Condition and 5.0 percent in Poor condition. The information for Non-Interstate NHS pavements, 40.0 percent of pavements were in Good condition, and 5.0 percent were in Poor condition.

Bridge

The Bridge data categories are percentage of NHS bridges by deck area classified as in Good Condition and percentage of NHS bridges by deck area classified as in Poor Condition. Good Condition suggests no major investment is needed. Poor Condition suggests major investment is needed.

The FHWA bridge condition performance measures for the percent of deck area classified as Good and Poor is determined using National Bridge Inventory (NBI) condition ratings for deck, superstructure, substructure, and culvert. Condition is determined by the lowest rating of these items using a scale of 1 to 9. If the NBI rating is 4 to 1, the bridge is classified as Poor; NBI rating 7 to 9, the bridge is classified as Good. Bridges rated below 7 but above 4 are classified as Fair; however, there is no related FHWA performance measure associated with that rating.

Using the FHWA Criteria, data from the current FDOT Annual Bridge Inventory Report was reviewed and analyzed. FDOT selected initial 2 and 4 year targets for the percent of NHS bridges classified as in Good condition by deck area as 50.0 percent. The 4 year target can be adjusted every 4 years and there is no financial penalty if FDOT does not meet this target measure. For percent of NHS bridges classified as in Poor condition, FDOT elected to go with 5.0 percent.

Targets for System Performance, Pavement, and Bridge

Listed below are the FDOT targets for System Performance, Bridge, and Pavement in separate tables. Since the TPO has gone with state targets instead of establishing their own targets since the beginning of Federal Performance Based Planning in 2018 and 2023, it is recommended that process continue for the establishment of the updated System Performance, Pavement, Bridge Targets. FDOT's Targets for Bridge, Pavement, and System Performance need to be adopted by March 30, 2027.

SYSTEM PERFORMANCE

Entity	Percent of Person Miles Traveled on Interstate System that is Reliable		Percent of Person Miles Traveled on Non-Interstate System that is Reliable		Truck Travel Time Reliability Index	
	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)
FDOT	75.0	75.0	60.0	60.0	2.00	2.00
TPO for Florida Portion	**Not Required**	***N/A**	**Not Required**	**60.0**	**Not Required**	***N/A**

***There are no interstates in Bay County.**

PAVEMENT

Entity	Percent of Interstate Pavements in Good Condition		Percent of Interstate Pavements in Poor Condition		Percent of Non-Interstate NHS Pavements in Good Condition		Percent of Non-Interstate NHS Pavements in Poor Condition	
	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)
FDOT	60.0	60.0	5.0	5.0	40.0	40.0	5.0	5.0
TPO for Florida Portion	**Not Required**	***N/A**	**Not Required**	***N/A**	**Not Required**	**40.0**	**Not Required**	**5.0**

***There are no interstates in Bay County.**

BRIDGE

Entity	Percent of NHS Bridges classified as in Good Condition by Deck Area		Percent of NHS Bridges classified as in Poor Condition by Deck Area	
	2 Year (2027)	4 Year (2029)	2 Year (2027)	4 Year (2029)
FDOT	50.0	50.0	5.0	5.0
TPO for Florida Portion	**Not Required**	**50.0**	**Not Required**	**5.0**

Additional information on Performance Measures can be obtained from the following websites https://www.fhwa.dot.gov/tpm/reporting/state/ and https://fdotsourcebook.com/infrastructure.

Attached is the following:

- Resolution Bay 26-19

RECOMMENDED ACTION: Approval of a motion authorizing the TPO Chair to sign Resolution Bay 26-19 adopting targets for System Performance, Pavement, and Bridge Measures. This action is recommended to comply with the March 30, 2027 deadline to remain in compliance with federal and state regulations for transportation planning. Contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.

RESOLUTION BAY 26-19

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADOPTING TARGETS FOR SYSTEM PERFORMANCE, PAVEMENT, AND BRIDGE MEASURES

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 Federal Highway Administration (FHWA) issued a final rule based on section 1203 of the Moving Ahead for Progress in the 21st Century (MAP-21) and with considerations to provisions in the Fixing America's Surface Transportation (FAST) Act, which established five safety performance measures; and

WHEREAS, the Florida Department of Transportation (FDOT) has developed targets for system performance, pavement, and bridge and each TPO shall also establish system performance, pavement, and bridge targets to FDOT by March 30, 2027 and report progress over time in reaching the adopted targets. If the targets are adjusted, FDOT will provide PM2 and PM3 in the Fall of 2028, due in the Spring of 2029. If the targets are not adjusted, then FDOT is looking at a 4-year target, which will be provided in 2030, due from the TPO in 203;

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

The Bay County TPO Adopts the following targets for **SYSTEM PERFORMANCE:**

- **Percent of Person Miles Traveled on Interstate System that is Reliable** – "**N/A"** as there are not interstates in Bay County.
- **Percent of Person Miles Traveled on Non-Interstate National Highway System that is Reliable** – **"60.0"** to support FDOT's 2029 target.
- **Truck Travel Time Reliability Index** –"**N/A"** as there are not interstates in Bay County.

The Bay County TPO Adopts the following targets for **PAVEMENT:**

- **Percent of Interstate Pavements in Good Condition** – "**N/A"** as there are not interstates in Bay County.
- **Percent of Interstate Pavements in Poor Condition** – "**N/A"** as there are not interstates in Bay County.
- **Percent of Non-Interstate National Highway System Pavements in Good Condition** – **"40.0"** to support FDOT's 2029 target.
- **Percent of Non-Interstate National Highway System Pavements in Poor Condition** – **"5.0"** to support FDOT 2029 target.

The Bay County TPO Adopts the following targets for **BRIDGE:**

- **Percent of National Highway System Bridges Classified as in Good Condition by Deck Area** – **"50.0"** to support FDOT's 2029 target.
- **Percent of National Highway System Bridges Classified as in Poor Condition by Deck Area** – "**5.0"** to support FDOT's 2029 target.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 4TH day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

ACTION ITEM

ENCLOSURE D | TPO ONLY

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SUBJECT: Appointment of Bay County TPO Board Member and Alternate to the MPOAC Governing Board for Calendar Year 2027

ORIGIN OF SUBJECT: MPOAC

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The MPOAC is a statewide organization created by the Florida Legislature to address transportation issues of common interest to all urbanized areas and Metropolitan Planning Organizations (MPOs) in the state. The MPOAC is made up of MPO members representing each MPO in the state.

Each year, the MPOAC asks each MPO to elect a representative and an alternate to serve on the MPOAC for the next calendar year. The current member is Commissioner Josh Street, City of Panama City, and the alternate is Commissioner Janice Lucas, City of Panama City.

The MPOAC generally meets quarterly. ECRC staff will make travel and hotel arrangements, and all expenses will be paid by the TPO.

Click **HERE** to view the Bay TPO Board Members.

RECOMMENDED ACTION: Appointment of a TPO member and alternate to serve on the MPOAC from January 2027 – December 2027. This action is recommended in order for the TPO to participate with other MPOAC members to address transportation issues that are of common interest to all urbanized areas and MPOs in the state. Contact Kandase Lee, ECRC CEO, at kandase.lee@ecrc.org if additional information is needed.

PRESENTATION ITEM

ENCLOSURE E | ALL COMMITTEES

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SUBJECT: Transportation Alternatives (TA) Program and the Transportation Regional Incentive Program (TRIP) Informational Presentation

ORIGIN OF SUBJECT: Bay County TPO Unified Planning Work Program (UPWP) Task 5: Plans and Studies

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: FDOT District 3 is scheduled to announce the upcoming Transportation Alternatives (TA) Set-Aside and the Transportation Regional Incentive Program (TRIP) application cycles for FY 2028- FY 2033 Tentative Work Program.

Transportation Alternatives (TA)

The TA Set-Aside 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. **Transportation Alternatives Program (fdot.gov)**

The Transportation Alternatives (TA) Set-Aside provides funding for programs and projects consistent with the Infrastructure Investment and Jobs Act (IIJA) also known as the Bipartisan Infrastructure Law. 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 constructing boulevards and other roadways largely in the right-of-way of formerly divided highways.

Bay County TPO TA Criteria and Supplemental Guidelines can be found at the following link: https://ecrc.org/programs/transportation_planning/bay_county_tpo/plans_and_documents/index.php in the dropdown menu found on the bottom of the page.

Transportation Regional Incentive Program (TRIP)

The Transportation Regional Incentive Program (TRIP) was created as part of major growth management legislation enacted during the 2005 Legislative Session (SB 360). The purpose of the program is to encourage regional planning by providing state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners.

As the Regional Transportation Planning Organization, ECRC ranks and prioritizes all TRIP applications in the ECRC region. ECRC TRIP Criteria can be found at the following link: https://www.ecrc.org/programs/transportation_planning/northwest_florida_regional_tpo/plans_and_documents.php in the dropdown menu located on the bottom of the page.

Schedule

- Monday, November 2, 2026: TA and TRIP application solicitation starts.

- Monday, December 7, 2026 at 3:00 pm: Bay County TPO TA & TRIP Informational Workshop https://attendee.gotowebinar.com/register/3598181947023074393
- Wednesday, November 18, 2026 at 11:00 am: ECRC – Regional Rural Transportation Plan – Technical Advisory Committee https://attendee.gotowebinar.com/register/4475831912047651930, also at Chautauqua Hall in DeFuniak Springs, FL.
- Friday, January 15, 2027: TA and TRIP applications are due in FDOT's Grant Application Program (GAP).

Attached are the following:

- FDOT TA & TRIP Flyers

RECOMMENDED ACTION: **This is an information only item**. Contact Jill Nobles, ECRC staff at jill.nobles@ecrc.org or 850-332-7976 Extension 212 or Tanya Branton, FDOT staff, at Tanya.Branton@dot.state.fl.us if additional information is needed.

TRANSPORTATION REGIONAL INCENTIVE PROGRAM (TRIP)

Apply Now

Click Here



What is it?

The Transportation Regional Incentive Program (TRIP) was created as part of major Growth Management legislation enacted during 2005 Legislative Session (SB 360). The purpose of this program is to encourage regional planning by providing state matching funds for improvements to regionally significant transportation facilities identified and prioritized by regional partners.

Who is eligible to participate?

- Two or more contiguous MPOs
- One or more MPOs and one or more contiguous counties that are not members of a MPO
- A multi-county regional transportation authority created by or pursuant to law
- Two or more contiguous counties that are not members of a MPO
- MPOs comprised of three or more counties

Where can I find more information on how to apply?

https://www.fdot.gov/programmanagement/lp/trip/default.shtm

Or

https://www.fdot.gov/nwflroads/planning-resources

Contact Information

Tanya Sanders Branton
D3 TRIP/TA Coordinator
850.330.1550
Tanya.Branton@dot.state.fl.us





TRANSPORTATION ALTERNATIVES SET-ASIDE PROGRAM (TA)

Apply Now

Click Here

What is it?

The Transportation Alternatives Set-Aside Program (TA) was established by Congress to help fund a variety of small-scale transportation projects such as:

- Pedestrian and bicycle facilities
- Recreational trails,
- Community improvements such as historic preservation and vegetation management, and
- Environmental mitigation related to stormwater and habitat connectivity.

Who is eligible to participate?

- Local Governments,
- Regional transportation authorities,
- Transit agencies,
- Non-profit entities, and
- Others

Where can I find more information on how to apply?

https://www.fdot.gov/planning/systems/systems-management/tap

Or

https://www.fdot.gov/nwflroads/planning-resources

Contact Information

Tanya Sanders Branton
D3 TRIP/TA Coordinator
850.330.1550
Tanya.Branton@dot.state.fl.us

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INFORMATION ITEMS

ALL COMMITTEES

1. TCC Meeting Minutes
2. CAC Meeting Minutes

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BAY COUNTY TECHNICAL COORDINATING COMMITTEE (TCC)
EMERALD COAST REGIONAL COUNCIL (Designated staff)
Bay County Transit Office
1010 Cone Ave, Panama City, FL 32401
August 26, 2026

MEMBERS IN ATTENDANCE:

John Adair, Chair	City of Panama City Beach
Scott Chandler	Bay County
Cliff Johnson	Bay County
Sam Buccieri	City of Mexico Beach
Jonathan Hayes	City of Panama City
Clint Murphy	City of Panama City
Matt DeVito	City of Panama City

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Lamar Hobbs	BayWay
Sam Buccieri	PWD Mexico Beach
Carol Kent Smith	Gund Management Group
Mary Beth Washnock	Gund Management Group
Jason Alderman	Gund Management Group
Matt Devito	Panama City
Scott Chandler	Bay County
Virtual Attendance	
Brian Graham	Kimley Horn
James McGill	Kimley Horn
Allison Fluitt	Kimley Horn

EMERALD COAST REGIONAL COUNCIL STAFF:

Kandase Lee
Tiffany Bates
Leandra Meredith
Gabrielle McVoy
Virtual Attendance:
Rae Emary
Tammy Neal

CALL TO ORDER / INVOCATION / PLEDGE

Chair Adair called the meeting to order.

APPROVAL OF AGENDA

PUBLIC FORUM

FDOT UPDATE

Bryant Paulk reported that the two Panama City Beach Parkway segments between Mandy Lane and Richard Jackson Boulevard remain on schedule for completion in summer 2027. The segment from Richard Jackson Boulevard to the Hathaway Bridge is underway, with completion anticipated in fall 2030.

FDEP UPDATE

Cassidy Haney provided updates from the Office of Greenways and Trails. FDEP is seeking public input to update the Florida Circumnavigational Saltwater Paddling Trail through an ArcGIS application expected this fall. She also invited local trail and priority corridor submissions for the upcoming statewide trails system plan update, which can affect eligibility for SUN Trail funding.

PLANNING AND TRANSIT CONSENT AGENDA:

1. **ALL COMMITTEES - Approval of May 2026 Meeting Minutes**
2. **ALL COMMITTEES – Consideration of Resolution Bay 26-15 Adopting the 2026 Title VI and Nondiscrimination Policy and Plan Including Limited English Proficiency (LEP)**
3. **TPO ONLY: Membership Certification for Bay County Transportation Disadvantaged Coordinating Board**

Jonathan Hayes moved to approve the TCC meeting minutes and to recommend the TPO authorize the TPO chair to sign Resolution Bay 26-15. Cliff Johnson seconded the motion and it was unanimously approved.

PLANNING ACTION ITEMS:

1. **ENCLOSURE A – ALL COMMITTEES - Consideration of Resolution Bay 26-14 Amending the Fiscal Year (FY) 2026 – FY 2027 Bay Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP) to Add Previously De-Obligated PL Funds - *Kandase Lee, ECRC CEO***

Kandase Lee explained that the amendment would restore previously de-obligated planning funds to the FY 2026–FY 2027 UPWP for TPO staff planning activities.

Jonathan Hayes moved to recommend the TPO authorize the TPO chair to sign Resolution Bay 26-14 amending the Fiscal Year (FY) 2026 – FY 2027 Bay TPO UPWP to add previously de-obligated PL funds. Clint Murphy seconded the motion and it was unanimously approved.

PLANNING PRESENTATION ITEMS:

1. **ENCLOSURE B – ALL COMMITTEES - Congestion Management Process Plan (CMPP) Minor Update – *Jill Nobles, ECRC* Staff**

   Jill Nobles presented the annual minor update to the Congestion Management Process Plan, including measures for commuting, pedestrian and bicycle facilities, transit use, safety, and resurfacing. Members asked about fluctuations in several annual measures. Staff explained that some measures use Census data and FDOT GIS layers, and agreed to look further into the changes. The draft is available online and is expected to return for adoption at the next meeting.

2. **ENCLOSURE C – ALL COMMITTEES - Public Participation Process (PPP) Plan for the Bay County Transportation Planning Organization (TPO) – *Rae Emary, ECRC Staff***

   Rae Emary virtually presented the Public Participation Process Plan and requested committee review ahead of consideration for approval in November. Members discussed sharing the online plan through local government communications channels, possible social media graphics, and public response levels. Staff confirmed the plan was available on the website.

PLANNING INFORMATION ITEMS (no presentation necessary)**:**

1. TCC and CAC May 2026 Meeting Minutes
2. Amendment to the FY2026-2030 TIP Letters

<u>TRANSIT AGENDA</u>

TRANSIT PRESENTATION ITEMS:

1. **ENCLOSURE D – ALL COMMITTEES – Bayway TDP Major Update – Existing System Review - *Lamar Hobbs, Bay County Transit***

   Lamar Hobbs introduced Julie Gilliland of HDR, who presented the existing system review for Bayway's 2027–2036 Transit Development Plan major update. The review covered service areas, transit needs, fixed-route and demand-response performance, peer comparisons, and public and stakeholder feedback. Demand-response ridership has increased following the introduction of microtransit, while fixed-route operating costs have risen. Survey respondents requested longer evening and weekend hours, shorter waits, and additional stops and shelters. Hobbs noted that tap-to-pay had recently been introduced on buses. The next phase will address future needs, projects, and financial planning, with a draft plan anticipated for review in January.

TRANSIT UPDATE - None

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

OTHER BUSINESS – The next Bay TPO meeting will be held on **November 4, 2026,** at 3:30 p.m. The TCC will meet at 11:00 a.m. and the CAC at 1:30 p.m. All meetings will take place at the **Bay County Transit Office, 1010 Cone Ave Panama City, FL 32401.**

ADJOURNMENT

← Back to Agenda

BAY COUNTY CITIZENS' ADVISORY COMMITTEE (CAC)
EMERALD COAST REGIONAL COUNCIL (Designated staff)
Bay County Transit Office
1010 Cone Ave, Panama City, FL 32401
August 26, 2026

MEMBERS IN ATTENDANCE:
Ali C. Frohlich, Chair
James Pretlow, Vice-Chair
Paul Bohac
Robert Wood

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Lamar Hobbs	BayWay
Sam Buccieri	PWD Mexico Beach
Carol Kent Smith	Gund Management Group
Mary Beth Washnock	Gund Management Group
Jason Alderman	Gund Management Group
Matt Devito	Panama City
Virtual Attendance	
Brian Graham	Kimley Horn
James McGill	Kimley Horn

EMERALD COAST REGIONAL COUNCIL STAFF:
Kandase Lee
Tiffany Bates
Leandra Meredith
Tammy Neal
Gabrielle McVoy
Virtual Attendance:
Rae Emary
Tammy Neal

CALL TO ORDER / INVOCATION / PLEDGE
Chair Frohlich called the meeting to order. Paul Bohac delivered the invocation, and members recited the Pledge of Allegiance.

APPROVAL OF AGENDA

FDOT UPDATE
Bryant Paulk provided updates on the Panama City Beach Parkway projects, including anticipated completion of the initial segments in summer 2027 and the Richard Jackson

Boulevard–Hathaway Bridge segment in fall 2030. The latter project includes modifications to the flyover on-ramp to accommodate two lanes of traffic. FDOT also reported on the State Road 77 sidewalk project, U.S. 231 realignment, Mill Bayou Bridge, and DuPont Bridge replacement.

FDEP UPDATE

Cassidy Haney reported that FDEP is seeking public input to update the Florida Circumnavigational Saltwater Paddling Trail through a GIS application expected this fall. She also requested suggestions for local trails to include in the statewide system plan, which could make them eligible for SUN Trail funding.

PLANNING AND TRANSIT CONSENT AGENDA:

1. **ALL COMMITTEES - Approval of May 2026 Meeting Minutes**
2. **ALL COMMITTEES – Consideration of Resolution Bay 26-15 Adopting the 2026 Title VI and Nondiscrimination Policy and Plan Including Limited English Proficiency (LEP)**
3. **TPO ONLY: Membership Certification for Bay County Transportation Disadvantaged Coordinating Board**

   James Pretlow moved to approve the CAC meeting minutes and to recommend the TPO authorize the TPO chair to sign Resolution Bay 26-15. Paul Bohac seconded the motion and it was unanimously approved.

PLANNING ACTION ITEMS:

1. **ENCLOSURE A – ALL COMMITTEES - Consideration of Resolution Bay 26-14 Amending the Fiscal Year (FY) 2026 – FY 2027 Bay Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP) to Add Previously De-Obligated PL Funds - *Kandase Lee, ECRC CEO***

   Kandase Lee explained that the amendment would restore previously de-obligated planning funds to the FY 2026–FY 2027 UPWP for TPO staff planning activities.

   Robert Wood moved to recommend the TPO authorize the TPO chair to sign Resolution Bay 26-14 amending the Fiscal Year (FY) 2026 – FY 2027 Bay TPO UPWP to add previously de-obligated PL funds. Paul Bohac seconded the motion and it was unanimously approved.

PLANNING PRESENTATION ITEMS:

1. **ENCLOSURE B – ALL COMMITTEES - Congestion Management Process Plan (CMPP) Minor Update – *Jill Nobles, ECRC* Staff**

Jill Nobles presented the annual minor update to the Congestion Management Process Plan, including measures for commuting, pedestrian and bicycle facilities, transit use, safety, and resurfacing. Members asked about fluctuations in several annual measures. Staff explained that some measures use Census data and FDOT GIS layers, and agreed to look further into the changes. The draft is available online and is expected to return for adoption at the next meeting.

2. **ENCLOSURE C – ALL COMMITTEES - Public Participation Process (PPP) Plan for the Bay County Transportation Planning Organization (TPO) –** ***Rae Emary, ECRC Staff***

Rae Emary virtually presented the Public Participation Process Plan and requested committee review ahead of consideration for approval in November. Members discussed sharing the online plan through local government communications channels, possible social media graphics, and public response levels. Staff confirmed the plan was available on the website.

Paul Bohac read a prepared statement for the record highlighting three motorcycle and roadway safety concerns identified in a May 2026 American Motorcyclist Association publication: the ability of autonomous vehicles to detect and respond to motorcycles and other two-wheeled vehicles; distracted driving; and safety, behavior, and regulatory questions involving e-bikes on trails, sidewalks, and roads. He encouraged committee awareness of these issues. His written statement was provided to staff for inclusion in the official record.

PLANNING INFORMATION ITEMS (no presentation necessary)**:**

1. TCC and CAC May 2026 Meeting Minutes
2. Amendment to the FY2026-2030 TIP Letters

<u>TRANSIT AGENDA</u>

TRANSIT PRESENTATION ITEMS:

1. **ENCLOSURE D – ALL COMMITTEES – Bayway TDP Major Update – Existing System Review -** ***Lamar Hobbs, Bay County Transit***

Lamar Hobbs introduced Julie Gilliland of HDR, who presented the existing system review for Bayway's 2027–2036 Transit Development Plan major update. The review covered service areas, transit needs, fixed-route and demand-response performance, peer comparisons, and public and stakeholder feedback. Demand-response ridership has increased following the introduction of microtransit, while fixed-route operating costs have risen. Survey respondents requested longer evening and weekend hours,

shorter waits, and additional stops and shelters. Hobbs noted that tap-to-pay had recently been introduced on buses. The next phase will address future needs, projects, and financial planning, with a draft plan anticipated for review in January.

TRANSIT UPDATE – None

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

OTHER BUSINESS – The next Bay TPO meeting will be held on November 4, 2026, at 3:30 p.m. The TCC will meet at 11:00 a.m. and the CAC at 1:30 p.m. All meetings will take place at the Bay County Transit Office, 1010 Cone Ave Panama City, FL 32401. . Jennifer Thomas was introduced as Bayway's new general manager.

ADJOURNMENT

PRESENTATION ITEM

ENCLOSURE F | ALL COMMITTEES

TRANSIT AGENDA

← Back to Agenda

SUBJECT: Bayway TDP Major Update – Future System Vision

ORIGIN OF SUBJECT: Bay County Board of County Commissioners' Transit Division on Behalf of TPO

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Bayway Transit Development Plan (TDP) Major Update 2027–2036 is a ten-year strategic planning document that guides the development, operation, and improvement of the transit system. Completion of the TDP is required by the Florida Department of Transportation (FDOT) to remain eligible for state grant funding. Major TDP updates are conducted every five years and are coordinated with the Metropolitan Planning Organization's (MPO) Long-Range Transportation Plan (LRTP).

TDPs include the following required elements:

- Operating Context - an analysis of relevant data to assess the current and potential future operating environment to identify service gaps and/or system deficiencies
- Land Use and Corridor Development Assessment – provides tools and techniques to help transit systems understand and respond to needs and any potential barriers
- 10-Year Operating and Capital Program – outlines projects and strategies to fulfill the community's vision for transit over the next decade

The Future System Vision presents an assessment of the Bayway transit system's anticipated operating and capital needs over the 10-year planning horizon. Using forecasted trends, it establishes a roadmap for addressing these needs by evaluating land use patterns, identifying priority corridors for future investment, incorporating public and stakeholder input, and outlining a proposed budget to support transit services throughout the service area.

The vision was developed through a detailed analysis of:

- current and future land use designations;
- corridor assessment and prioritization criteria;
- historical federal, state, and local funding trends
- forecasted grant funding availability over the planning horizon; and
- input gathered through public meetings, surveys, stakeholder interviews, and other engagement activities designed to understand rider experiences and opportunities for improvement.

The presentation will showcase the Future System Vision through maps, charts, and other visualizations that illustrate anticipated transit needs across the Bayway service area. It will also summarize public engagement results, highlighting community priorities, service preferences, and opportunities for future investment. Together, these findings help shape the recommended transit

strategies and capital investments needed to support the system over the next decade. Information gathered through both the Existing System Review and the Future System Vision will be used to develop the draft TDP, which will be presented to the Board for approval in February.

RECOMMENDED ACTION: This item is for information only. Contact Lamar Hobbs, Bay County Board of County Commissioners, at 850-248-8161 or lhobbs@baycountyfl.gov, if additional information is needed.

ACTION ITEM

ENCLOSURE G | ALL COMMITTEES

TRANSIT AGENDA

← Back to Agenda

SUBJECT: Consideration of Resolution Bay 26-16 Approving and Authorizing Implementation of the SunFlex Demonstration Project

ORIGIN OF SUBJECT: Bay County Board of County Commissioners Transit Division, on behalf of the TPO

LOCAL GOVERNMENT ACTION NEEDED: Approval

BACKGROUND: Public transportation operates in an environment that is increasingly different from the one for which many transit systems were originally designed. Changing travel patterns, rising operating costs, and growing demand for flexible mobility options are creating challenges for traditional transit service models. In response, Bayway has developed the SunFlex concept as a customer-focused approach that combines the flexibility of on-demand transportation with the structure, accountability, and service integration of public transit. A Concept of Operations (ConOps) has been developed to define the operational framework, service policies, governance structure, customer experience, performance monitoring approach, and regulatory considerations associated with the demonstration project.

SunFlex is a coordinated transit model that combines dynamic trip routing, pooled rides, strategically located transit hubs, and integrated system management. The model is intended to improve mobility options, enhance customer experience, expand access to destinations, and create a more sustainable transit system for Bay County.

As an initial step, Bayway proposes implementing SunFlex within a defined demonstration area serving the Callaway community. The demonstration project would replace the existing Route 3 fixed-route service with a flexible, on-demand service model designed to evaluate how the SunFlex concept performs in a real-world operating environment. This project will evaluate not only a flexible on-demand service model, but also the broader SunFlex framework, including integrated mobility management, distance-based fares, trip pooling, customer choice, performance-based service management, and coordination between multiple transportation service types. The Callaway area was selected because it provides an appropriate opportunity to evaluate a dynamic transit service model while maintaining access to public transportation for existing riders and destinations. The demonstration project is funded through the Florida Department of Transportation Service Development Grant Program, providing an opportunity to evaluate the SunFlex concept while minimizing local financial risk. Existing customers within the demonstration area will continue to have access to public transportation services throughout the project period, with service delivered through the SunFlex operating model rather than a traditional fixed-route service.

The demonstration will evaluate customer response, ridership, wait times, productivity, operating costs, trip pooling performance, and overall service effectiveness. Lessons learned will be used to refine the SunFlex model and inform future transportation planning decisions. If successful, elements of the model may be considered for broader application within the Bayway transit network.

The anticipated launch date for the demonstration project is February 1, 2027. Prior to implementation, Bayway will undertake a comprehensive public engagement process, including community learning sessions, stakeholder outreach, service design refinement, and customer education activities. These efforts are intended to ensure riders, community partners, and local stakeholders are informed about the project and have an opportunity to provide input regarding service design and implementation.

The purpose of this action is to authorize Bayway to proceed with implementation activities necessary to advance the SunFlex demonstration project. Contract negotiations, operating agreements, and any future expansion recommendations will be presented for consideration as subsequent phases of the project are completed.

Approval of the SunFlex Demonstration Project establishes the operational framework that forms the basis for the companion Bayway Flex Fare Policy Update. The fare policy item presented subsequently on this agenda contains the proposed pricing structure and customer incentives necessary to support implementation of the demonstration project.

Attached is the following:

- Resolution Bay 26-16

RECOMMENDED ACTION: A motion authorizing the TPO chair to sign Resolution Bay 26-16 approving the SunFlex Demonstration Project and authorizing Bayway to proceed with implementation activities in the Callaway area, including public engagement, service planning, and development of supporting activities. Contact Lamar Hobbs, Bay County Board of County Commissioners, at 850-248-8161 or lhobbs@baycountyfl.gov, if additional information is needed.

RESOLUTION BAY 26-16

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING IMPLEMENTATION OF THE SUNFLEX DEMONSTRATION PROJECT IN THE CALLAWAY AREA

WHEREAS, the Bay County Transportation Planning Organization (TPO) supports transportation strategies that improve mobility, expand access to opportunities, enhance customer experience, and promote the efficient use of public transportation resources; and

WHEREAS, changing travel patterns, rising operating costs, and increasing demand for flexible mobility options are creating challenges for traditional public transportation service models; and

WHEREAS, Bayway has developed the SunFlex concept as a customer-focused transit model that combines the flexibility of on-demand transportation with the structure, accountability, and integration of public transit services; and

WHEREAS, through the companion Bayway Flex Fare Policy Update, the TPO has considered a modernized fare framework that introduces distance-based pricing, customer incentives, dynamic pricing capabilities, and enhanced integration between on-demand and fixed-route transit services; and

WHEREAS, the companion Bayway Flex Fare Policy Update establishes the operational framework necessary to support the broader SunFlex concept by encouraging efficient trip-making, supporting trip pooling, and providing tools to actively manage system performance; and

WHEREAS, Bayway proposes implementation of a SunFlex demonstration project within the Callaway area through the conversion of the existing Route 3 fixed-route service to a flexible, on-demand operating model; and

WHEREAS, the demonstration project is funded through the Florida Department of Transportation Service Development Grant Program, providing an opportunity to evaluate the SunFlex concept while minimizing local financial risk; and

WHEREAS, the SunFlex Concept of Operations establishes the operational framework, governance structure, customer experience policies, performance monitoring process, and evaluation framework for the demonstration project; and

WHEREAS, the demonstration project will evaluate customer response, operational performance, fare policy effectiveness, and other elements of the SunFlex framework to inform future transportation planning decisions; and

WHEREAS, the demonstration project is intended to serve as proof of concept for the broader SunFlex vision, with lessons learned helping to refine future service planning decisions and inform potential application of successful strategies, technologies, service management practices, and fare policies throughout the Bayway transit network.

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

The TPO hereby approves implementation of the SunFlex Demonstration Project in the Callaway area and authorizes Bayway to proceed with public engagement, service planning, stakeholder coordination, and other implementation activities necessary to support project deployment.

BE IT FURTHER RESOLVED THAT:

The TPO recognizes the SunFlex Demonstration Project as the initial deployment of the SunFlex framework and supports evaluation of integrated mobility management strategies, customer-focused service delivery, dynamic fare policies, performance-based management practices, and other concepts identified in the SunFlex Concept of Operations.

Passed and duly adopted by the Bay County Transportation Planning Organization on the 4th day of November, 2026.

BAY COUNTY TRANSPORTATION
PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

ACTION ITEM

ENCLOSURE H | ALL COMMITTEES

TRANSIT AGENDA

← Back to Agenda

SUBJECT: Consideration of Resolution BAY 26-17 Approving the Bayway Flex Fare Policy Update

ORIGIN OF SUBJECT: Bay County Board of County Commissioners' Transit Division on Behalf of TPO

LOCAL GOVERNMENT ACTION NEEDED: Approval

BACKGROUND: Bayway is proposing a revised fare policy for its Bayway Flex and OnDemand+ services that balances simplicity for customers with a framework for future fare innovation. The current publicly advertised fares are:

- **Bayway Flex:** $1.50 per ride, including Bayway Flex and Uber Share.
- **Bayway OnDemand & OnDemand+:** $1.50 copay per eligible trip booked through the Bayway Flex app.

The proposed fare policy supports implementation of the SunFlex Demonstration Project and introduces distance-based fares, dynamic pricing, destination incentives, and enhanced integration between on-demand and fixed-route transit services. The policy is intended to better align fares with trip length, support trip pooling, improve system productivity, and maintain affordable mobility options for customers.

As part of the SunFlex Demonstration Project, Bayway proposes implementing distance-based fares within the new Zone 3 demonstration area serving the Callaway community. The demonstration will evaluate how distance-based pricing, dynamic pricing, destination incentives, and transfer policies influence customer behavior, customer experience, service productivity, and overall system performance. The Callaway area provides an opportunity to evaluate these strategies within a defined service area before consideration of any future fare policy modifications.

The proposed Zone 3 fare structure is as follows:

- 0–2 miles: $4.00
- 2–4 miles: $6.00
- 4–6 miles: $8.00
- 6–8 miles: $10.00
- 8+ miles to a designated key destination: $12.00

Transportation Disadvantaged (TD) fares will be set at 50 percent of the applicable fare, subject to a minimum fare of $1.50. Dynamic pricing adjustments of up to plus or minus $0.50 may be applied to help manage demand and improve system efficiency. Customers traveling to or from designated key destinations, including major employment, education, healthcare, government, and shopping destinations will receive a $2.00 discount, subject to applicable minimum-fare requirements.

To support integration between on-demand and fixed-route services, customers transferring from Bayway Flex to a Bayway fixed-route service will be eligible for a free transfer. Customers transferring from a fixed-route service to Bayway Flex will receive a transfer credit equal to the value of the fixed-route fare. These policies are intended to encourage use of the broader transit network while providing customers with additional travel options.

Existing Zones 1, 2, and 30A are proposed to operate with a flat fare of $6.00 per trip during the demonstration period, with a 50 percent discount for eligible TD customers. The proposed $2.00 key-destination discount will also apply within these service areas. Maintaining a simplified fare structure in the existing zones will provide consistency for customers while allowing Bayway to evaluate the distance-based fare model within the Zone 3 demonstration area.

The proposed fare policy represents an important component of the SunFlex Demonstration Project and will be monitored throughout the demonstration period. Lessons learned from implementation will be used to evaluate the effectiveness of these pricing strategies and inform future transportation planning decisions.

Attached is the following:

- Resolution Bay 26-17

RECOMMENDED ACTION: Approval of the proposed Bayway Flex Fare Policy Update supporting implementation of the SunFlex Demonstration Project, including distance-based pricing within Zone 3, dynamic pricing provisions, destination-based discounts, transfer incentives, and updated fare policies for existing Bayway Flex service zones. Contact Lamar Hobbs, Bay County Board of County Commissioners, at 850-248-8161 or lhobbs@baycountyfl.gov, if additional information is needed.

RESOLUTION BAY 26-17

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION SUPPORTING THE IMPLEMENTATION OF AN UPDATED BAYWAY FLEX FARE POLICY

WHEREAS, the Bay County Transportation Planning Organization (TPO) supports transportation strategies that enhance mobility, improve service efficiency, and provide equitable access to employment, education, healthcare, shopping, and other essential destinations; and

WHEREAS, Bayway Flex provides on-demand public transportation service throughout portions of Bay County and serves as an important component of the county's overall transit network; and

WHEREAS, Bay County Transit has proposed a revised fare policy for Bayway Flex and OnDemand+ services that establishes distance-based fares within the new Zone 3 service area serving Callaway while maintaining a consistent fare structure in the existing service zones; and

WHEREAS, the SunFlex Concept of Operations identifies distance-based pricing, transfer incentives, destination-based discounts, and dynamic pricing as key elements of the demonstration framework; and

WHEREAS, the proposed fare policy is intended to better align fares with trip length, encourage efficient trip patterns, support shared rides, and improve service productivity while maintaining a clear and transparent fare structure for riders; and

WHEREAS, the proposed fare policy maintains reduced fares for Transportation Disadvantaged (TD) riders and provides discounted fares for trips to and from designated employment, education, healthcare, and shopping destinations; and

WHEREAS, the proposed fare policy is intended to align fares with trip length, encourage efficient travel patterns, support network integration, and improve overall service productivity while maintaining affordable mobility options for riders; and

WHEREAS, implementation of the policy within the Zone 3 demonstration area will provide an opportunity to evaluate distance-based pricing and related fare strategies as part of the broader SunFlex Demonstration Project; and

WHEREAS, the Bay County Transportation Planning Organization finds that the proposed fare policy supports the goals of improving mobility options, enhancing customer experience, and promoting the efficient use of transit resources;

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

The TPO approves implementation of the proposed Bayway Flex fare policy update, including the establishment of pilot distance-based pricing in Zone 3, a uniform fare structure within existing

Bayway Flex service zones, discounted fares for designated destinations, and complimentary transfers from Bayway Flex services to Bayway fixed-route transit services.

Passed and duly adopted by the Bay County Transportation Planning Organization on the 4th day of November, 2026.

BAY COUNTY TRANSPORTATION
PLANNING ORGANIZATION

BY: _____
Pamn Henderson, Chair

ATTEST: _____

ACTION ITEM

ENCLOSURE I | TPO ONLY

TRANSIT AGENDA

← Back to Agenda

SUBJECT: Consideration of Resolution Bay 26-23 Donating a Surplus Bus to Bay County Board of County Commissioners

ORIGIN OF SUBJECT: Bay County Staff on Behalf of TPO

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: On May 28, 2025, the Bay County TPO approved the declaration of vehicle 1507, a 2016 Glaval Universal cutaway bus, as surplus after the vehicle reached the end of its useful service life. Following approval, the vehicle was removed from revenue service and is currently awaiting final disposition.

On August 31, 2026, Bay County Animal Control formally requested that consideration be given to donating the surplus vehicle to their department for use in transporting animals to adoption events and other animal-related activities.

Donation of the vehicle to Bay County Animal Control would provide for the continued beneficial use of the surplus asset while supporting Bay County's animal welfare efforts.

Attached are the following:

- Resolution Bay 26-23
- Request Letter
- Conditional Bill of Sale and Temporary Use Agreement

RECOMMENDED ACTION: A motion authorizing the TPO chair to sign Resolution Bay 26-23 authorizing the donation of a 2016 Glaval Universal cutaway bus, VIN 1FDFE4FSXGDC03276, to the Bay County Board of County Commissioners for use by Bay County Animal Control. This action is recommended in order to support Bay County's animal welfare efforts. Contact Lamar Hobbs, Bay County Board of County Commissioners, at 850-248-8161 or lhobbs@baycountyfl.gov, if additional information is needed.

RESOLUTION BAY 26-23

A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING THE DONATION OF A 2016 GLAVAL UNIVERSAL CUTAWAY BUS, VIN 1FDFE4FSXGDC03276, TO THE BAY COUNTY BOARD OF COUNTY COMMISSIONERS FOR USE BY BAY COUNTY ANIMAL CONTROL

WHEREAS, the Bay County Transportation Planning Organization (TPO) owns one (1) 2016 Glaval Universal cutaway bus, fleet number 1507, VIN 1FDFE4FSXGDC03276; and

WHEREAS, the referenced vehicle has reached the end of its federally required useful life based on years of service and/or mileage; and

WHEREAS, on May 28, 2025, the TPO authorized the vehicle to be declared surplus property and removed from revenue service; and

WHEREAS, on August 31, 2026, Bay County Animal Control formally requested that the surplus vehicle be donated to the Bay County Board of County Commissioners for use in transporting animals to adoption events and other animal-related activities; and

WHEREAS, the Federal Transit Administration (FTA) permits federally funded property that has met its useful life to be disposed of in accordance with applicable federal requirements; and

WHEREAS, vehicle 1507 has been declared surplus property by the TPO and is no longer required for transit operations;

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

Vehicle 1507, a 2016 Glaval Universal cutaway bus, VIN 1FDFE4FSXGDC03276, is hereby authorized to be donated to the Bay County Board of County Commissioners for use by Bay County Animal Control.

The vehicle shall be transferred in its "as is" condition, without warranties of any kind by the TPO. The Bay County Board of County Commissioners shall assume all responsibility for the vehicle upon transfer, including any costs associated with its transportation, maintenance, repair, modification, or future disposition.

Appropriate TPO and Bay County officials are authorized to execute any documents necessary to complete the transfer of the vehicle.

Passed and duly adopted by the Bay County Transportation Planning Organization this 4th day of November 2026.

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

BY:_____
Pamn Henderson, Chair

ATTEST: _____

From:	Don Murray
To:	Lamar Hobbs; Cory Parsons
Cc:	Jason B. Jowers; Johnathan Ashley Stukey; Barney McCosh; Jessica Skipworth
Subject:	RE: Animal Control Van
Date:	Wednesday, September 2, 2026 11:22:09 AM
Attachments:	image001.png image002.png image003.png image005.png

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Good Morning Lamar,

Bay County would like to request a donation from the TPO for our Animal Control Division. We are requesting vehicle #1507, which is currently slated for disposition, to support our adoption program. This asset will directly assist with community outreach and shelter population reduction.
Thank you for your consideration.

Don

From: Lamar Hobbs <lhobbs@baycountyfl.gov>
Sent: Wednesday, September 2, 2026 9:55 AM
To: Cory Parsons <cparsons@baycountyfl.gov>
Cc: Don Murray <dmurray@baycountyfl.gov>; Jason B. Jowers <jjowers@baycountyfl.gov>; Johnathan Ashley Stukey <astukey@baycountyfl.gov>; Barney McCosh <bmccosh@baycountyfl.gov>; Jessica Skipworth <jskipworth@baycountyfl.gov>
Subject: RE: Animal Control Van

Cory,

Could you or Don provide me with an email formally requesting the TPO donate the vehicle to the Bay County Board of County Commissioners for use by Animal Control.

I will need to have it attached to the resolution when I request the TPO's approval to donate the vehicle on November 4th.

Thanks,
Lamar

From: Cory Parsons <cparsons@baycountyfl.gov>
Sent: Monday, August 31, 2026 12:54 PM
To: Lamar Hobbs <lhobbs@baycountyfl.gov>
Cc: Don Murray <dmurray@baycountyfl.gov>; Jason B. Jowers <jjowers@baycountyfl.gov>; Johnathan Ashley Stukey <astukey@baycountyfl.gov>; Barney McCosh <bmccosh@baycountyfl.gov>; Jessica Skipworth <jskipworth@baycountyfl.gov>
Subject: RE: Animal Control Van

Lamar,

1507 is the bus that we would be interested in. I believe our mechanic said that you would make repairs to the A/C before we picked it up. Is that correct?

-Cory

From: Cory Parsons
Sent: Friday, August 28, 2026 6:47 AM
To: Don Murray <dmurray@baycountyfl.gov>
Cc: Jason B. Jowers <jjowers@baycountyfl.gov>
Subject: RE: Animal Control Van

I'm not sure of the bus number Larry preferred. I can find out.

-Cory

From: Don Murray <dmurray@baycountyfl.gov>
Sent: Thursday, August 27, 2026 3:13 PM
To: Cory Parsons <cparsons@baycountyfl.gov>
Cc: Jason B. Jowers <jjowers@baycountyfl.gov>
Subject: Fw: Animal Control Van

Is this the van?

From: Lamar Hobbs <lhobbs@baycountyfl.gov>
Sent: Thursday, 27 August 2026 13:30:47
To: Don Murray <dmurray@baycountyfl.gov>
Cc: Johnathan Ashley Stukey <astukey@baycountyfl.gov>
Subject: RE: Animal Control Van

Don,

In order to complete the transfer of the bus, we will need a formal request from you asking the Bay County TPO to consider donating a surplus cutaway bus to the Bay County Board of County Commissioners for use by Animal Control.

I believe Bus 1507 was the preferred vehicle, but please confirm. Once you confirm the bus and provide the formal request, I will have the item placed on the Bay County TPO's November 4 meeting agenda for consideration.

You are welcome to attend the meeting if you would like. It will be held at 3:30 p.m. here at the Bayway Administration Facility.

Once the donation is approved by the TPO, I will release the title so the BOCC can transfer the vehicle into its name.

Please let me know if you have any questions or if I can be of any additional assistance.

Thanks,
Lamar

Lamar Hobbs
Transit Program Administrator
Transit Department
1010 Cone Ave. Panama City, FL 32401
Phone: 850-248-8161
Email: lhobbs@baycountyfl.gov

From: Johnathan Ashley Stukey <astukey@baycountyfl.gov>
Sent: Thursday, August 27, 2026 10:40 AM
To: Lamar Hobbs <lhobbs@baycountyfl.gov>
Subject: FW: Animal Control Van

Contact Don Murray to walk him through all this. Thanks.

Johnathan Ashley Stukey
Director Collaborative Services
Collaborative Services Department
840 West 11th Street Panama City, FL 32401
Phone: 850-215-2465
Email: astukey@baycountyfl.gov

From: Don Murray <dmurray@baycountyfl.gov>
Sent: Tuesday, August 25, 2026 1:45 PM
To: Cory Parsons <cparsons@baycountyfl.gov>; Johnathan Ashley Stukey <astukey@baycountyfl.gov>

Cc: Jason B. Jowers <jjowers@baycountyfl.gov>; Barney McCosh <bmccosh@baycountyfl.gov>; Keith Bryant <kbryant@baycountyfl.gov>
Subject: RE: Animal Control Van

Thank you Cory.

Ash, What do we need to do to get the cutaway van from Transit; we would like to move as quickly as possible. Thanks, Don

Don Murray
General Services Director
General Services Department
840 West 11th Street Panama City, FL 32401
Phone: 850.248.8733
Email: dmurray@baycountyfl.gov

From: Cory Parsons <cparsons@baycountyfl.gov>
Sent: Tuesday, August 25, 2026 1:36 PM
To: Don Murray <dmurray@baycountyfl.gov>
Cc: Jason B. Jowers <jjowers@baycountyfl.gov>; Barney McCosh <bmccosh@baycountyfl.gov>
Subject: Animal Control Van

Don,

Larry and I inspected the animal control van today. We noticed a list of issues.

Cons-

- None of the electrical works in the cab.
- It has 2 air conditioners. Both of them are inoperable.
- It will be in need of tires. (8 in total)
- The wrap is cracked all around and would need to be replaced.
- There is a soft spot in the floor. This would lead me to believe that the roof leaks.

Pros-

- Engine runs
- Transmission goes into gear. I did not drive it on the highway because of the tires. I did move it

around in the parking lot.

We believe that this vehicle should be dispositioned and that the cutaway van should be obtained from Transit.

-Cory

Cory Parsons
Solid Waste Division Manager
Landfill
11411 Landfill Road Panama City Beach, FL 32413
Phone: 850.236.2212
Email: cparsons@baycountyfl.gov

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CONDITIONAL DONATION BILL OF SALE AND TEMPORARY POSSESSION AGREEMENT

THIS CONDITIONAL DONATION BILL OF SALE AND TEMPORARY POSSESSION AGREEMENT ("Agreement") is made and entered into as of this 24 day of September, 2026 (the "Effective Date"), by and between the **BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ("TPO")**, as Donor, and the **BAY COUNTY BOARD OF COUNTY COMMISSIONERS ("BOCC")**, as Recipient (the TPO and BOCC are each referred to individually as "**Party**" and collectively "**Parties**"). The BOCC operates Bay County Animal Control, which is a department/program of the BOCC and is not a separate Party to this Agreement; references in this Agreement to Bay County Animal Control mean the BOCC acting through that department.

RECITALS

WHEREAS, the TPO owns certain surplus vehicles that are outside their useful life; and

WHEREAS, the TPO Board previously approved the surplus of such Vehicles that are outside their useful life pursuant to Resolution 25-15 ("**Resolution 25-15**"); and

WHEREAS, the Vehicle identified in this Agreement is one such surplus Vehicle identified in Resolution 25-15, which the TPO desires to donate to the BOCC for use by Bay County Animal Control, a department/program operated by the BOCC; and

WHEREAS, the BOCC operates Bay County Animal Control, which is a department or program of the BOCC, who has requested the TPO donate the Vehicle in lieu of auction for public benefit and governmental purposes, including but not limited to transporting animals to shelters and adoption programs;

WHEREAS, the Parties intend that this donation be conditional and subject to later ratification and approval by the TPO Board, while permitting the BOCC to take temporary possession of the Vehicle pending such ratification; and

WHEREAS, the Parties desire to set forth the terms and conditions upon which the Vehicle may be delivered and possessed prior to, and title transferred upon, TPO ratification.

NOW, THEREFORE, in consideration of the mutual covenants and conditions set forth herein, and other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties agree as follows:

1. **VEHICLE.** The TPO intends to donate and the BOCC intends to accept the donation, subject to the conditions and contingencies set forth in this Agreement, the following surplus Vehicle, which the TPO has previously declared to be surplus and outside its useful life, to the BOCC for use by Bay County Animal Control (the "Vehicle"):

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- **Year:** 2016
- **Make:** Glaval
- **Model:** Universal
- **Vehicle Type:** Cutaway Bus
- **VIN:** 1FDFE4FSXGDC03276
- **Asset/Fleet Number:** 1507
- **Mileage:** 243,660

2. **PURPOSE; DISCLAIMER OF WARRANTY**. The Vehicle is being provided to the BOCC for use by Bay County Animal Control solely for legitimate governmental purposes in connection with the operations of Bay County Animal Control, and not for resale.

   The Vehicle is being provided **"AS-IS", "WHERE-IS"**, without any warranties or representations of any kind, whether express or implied, regarding its condition, mechanical operation, safety, quality, or future performance. **THE TPO EXPRESSLY DISCLAIMS ALL WARRANTIES, INCLUDING WITHOUT LIMITATION ANY IMPLIED WARRANTY OF MERCHANTABILITY AND ANY IMPLIED WARRANTY OF FITNESS FOR A PARTICULAR PURPOSE.** The BOCC acknowledges that it has not relied, and will not rely, on any representation or warranty of the TPO regarding the Vehicle, and accepts the Vehicle based solely on its own inspection and judgment.

3. **CONDITIONAL DONATION**. The TPO Chair, Mayor Pamn Henderson, is executing this Agreement prior to the next regular TPO Board meeting on or about November 3, 2026 solely in her capacity as, and pursuant to her authority as, TPO Chair. The TPO Chair's execution is limited to proposing the conditional donation and does not, by itself, effect a final or unconditional disposition of the Vehicle or a transfer of title or ownership, each of which remains a condition precedent subject to ratification by the TPO Board as provided herein.

   The Parties expressly acknowledge and agree that the proposed donation is **contingent upon, and subject to, ratification and approval by the TPO Board at the next regular TPO Board meeting on or about November 4, 2026, which ratification is a condition precedent to the final effectiveness of the donation and to any transfer of title or ownership of the Vehicle**.

   Execution of this Agreement by the TPO Chair prior to TPO Board ratification shall not be construed as a final or unconditional disposition of the Vehicle by the TPO or as a transfer of title or ownership, and shall be of no final effect unless and until the donation is ratified by the TPO Board as provided herein. Upon ratification by the TPO Board, the donation shall become final, subject to completion of any required title, registration, or other ownership documentation.

4. **TEMPORARY POSSESSION AND USE.** Notwithstanding the conditional nature of the donation, the TPO authorizes the BOCC, upon execution of this Agreement, to take temporary possession and use of the Vehicle for Bay County Animal Control purposes pending TPO Board ratification at its meeting scheduled for November 4, 2026. The transfer of possession

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under this Section conveys a license for use and possession only; title, ownership, and the final effectiveness of the donation remain expressly subject to TPO Board ratification.

a. Delivery of the Vehicle to the BOCC shall occur on the date the last Party to this Agreement executes, or as soon thereafter as the Parties may agree at 1010 Cone Avenue, Panama City, Florida 32401, or at such other date and location as the Parties may mutually agree in writing.

b. Temporary possession and use of the Vehicle prior to TPO Board ratification shall not constitute a final transfer of title, ownership, or final effectiveness of the donation, all of which remain subject to TPO Board ratification.

c. The BOCC shall not sell, transfer, assign, pledge, encumber, or otherwise dispose of the Vehicle prior to TPO Board ratification.

d. During the period of temporary possession, and until the Vehicle is either permanently transferred to the BOCC following TPO Board ratification or returned to the TPO, the risk of loss, damage, theft, or destruction of the Vehicle shall pass to and be borne by the BOCC.

e. To the extent permitted by law, and subject to the limitations and sovereign immunity protections of section 768.28, Florida Statutes, the BOCC shall be responsible for, and shall indemnify and hold the TPO harmless from, any claims, liabilities, losses, damages, costs, or expenses arising out of or relating to the BOCC's temporary possession, use, operation, or maintenance of the Vehicle during the period of temporary possession. Nothing in this Agreement shall be construed as a waiver by either Party of sovereign immunity or of any defense, limitation, or protection afforded under section 768.28, Florida Statutes.

5. **INSURANCE, REGISTRATION, OPERATION AND MAINTENANCE**. During the period of temporary possession, the BOCC shall be responsible for the Vehicle's: (a) insurance and required coverage; (b) lawful operation; (c) registration, to the extent permitted by applicable law and the appropriate governmental authorities; (d) fuel; (e) maintenance and repairs; and (f) other reasonable costs associated with the Vehicle's operation and use. The Parties shall cooperate in executing any documents reasonably necessary to permit the BOCC to lawfully insure, register, and operate the Vehicle during the period of temporary possession, to the extent permitted by applicable law. All costs of delivery, insurance, and operation of the Vehicle during the period of temporary possession shall be borne solely by the BOCC, and the TPO shall have no obligation for any such cost. Nothing in this Agreement shall require either Party to take an action that is not legally authorized.

6. **TITLE AND OWNERSHIP**. Until ratification of the donation by the TPO Board and completion of the transfer of title and ownership documentation, the TPO shall retain legal title to and ownership of the Vehicle, and the final effectiveness of the donation shall remain

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expressly subject to such ratification as provided in Sections 3 and 10, unless otherwise required or permitted by applicable law. Following TPO Board ratification, the TPO shall promptly execute and deliver the certificate of title and any other documents reasonably necessary to transfer legal title and ownership of the Vehicle to the BOCC. The Parties intend that the BOCC shall become the permanent owner of the Vehicle upon completion of the required transfer of title and ownership documentation following TPO Board ratification.

7. **FAILURE OF RATIFICATION.** If the TPO Board does not ratify the donation on or before November 4, 2026, the proposed donation shall not become final or effective, no title, ownership, or other interest in the Vehicle shall pass to the BOCC, and this Agreement shall automatically terminate except for those obligations that expressly survive termination. In that event, the BOCC shall, at its sole cost and expense, promptly return the Vehicle to the TPO within ten (10) days after the ratification deadline, in the same condition as when temporary possession was taken, ordinary wear and tear excepted, together with all keys, title and registration documents, and maintenance and operating records, unless the Parties otherwise agree in writing to a subsequent disposition that is separately authorized by the appropriate governmental authority. The BOCC shall remain responsible for, and shall bear all risk of loss of or damage to, the Vehicle for so long as it remains in the BOCC's possession, shall maintain insurance on the Vehicle until it is returned, and shall cooperate with the TPO in effecting the prompt return of the Vehicle and any associated documentation.

8. **ACCEPTANCE OF VEHICLE**. Subject to the contingency and conditions contained in this Agreement, the BOCC accepts temporary possession of the Vehicle in its present **as-is, where-is** condition. Only upon ratification of the donation by the TPO Board and completion of the transfer of title and ownership documentation as provided in Sections 3 and 6 shall the BOCC assume full responsibility for the Vehicle as its owner.

9. **ENTIRE AGREEMENT.** This Agreement constitutes the entire agreement and understanding of the Parties concerning the proposed donation and the temporary possession and use of the Vehicle identified herein, and supersedes all prior and contemporaneous negotiations, understandings, representations, and agreements, whether written or oral, relating to its subject matter. No amendment, modification, or waiver of any provision of this Agreement shall be effective unless it is in writing and signed by the duly authorized representatives of both Parties.

10. **EFFECTIVE DATE.** This Agreement shall become effective upon execution by the authorized representatives of the TPO and BOCC. Notwithstanding its execution, the **donation and permanent transfer of ownership remain expressly contingent upon and subject to ratification by the TPO Board at November 4, 2026 meeting**.

11. **GOVERNING LAW AND VENUE**. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, without regard to its conflict-of-laws principles. Venue for any action arising out of or relating to this Agreement shall lie exclusively

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in the state courts located in Bay County, Florida, or, where federal jurisdiction is proper, in the United States District Court for the Northern District of Florida.

12. **NOTICES.** Any notice required or permitted under this Agreement shall be in writing and shall be deemed duly given when delivered personally, sent by nationally recognized overnight courier, or sent by certified mail, return receipt requested, postage prepaid, addressed to the Parties as follows:

    If to the TPO: Transportation Planning Organization
    ATTN: Lamar Hobbs
    1010 Cone Avenue
    Panama City, Florida 32401
    Email: Lhobbs@baycountyfl.com

    If to the BOCC: Bay County Board of County Commissioners
    ATTN: Karen Grindle
    840 W. 11th Street
    Panama City, Florida 32401
    Email: kgrindle@baycountyfl.gov

    or to such other address as a Party may designate by written notice given in accordance with this Section.

13. **COUNTERPARTS AND ELECTRONIC SIGNATURES**. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one and the same instrument. Signatures delivered by electronic transmission, including by facsimile or portable document format (PDF), or by an electronic signature process, shall be deemed original signatures for all purposes.

14. **SEVERABILITY**. If any provision of this Agreement is held to be invalid, illegal, or unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect, and the invalid provision shall be deemed modified to the minimum extent necessary to make it valid and enforceable.

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Executed on the Effective Date set forth above.

DONOR/LICENSOR:

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION

By: DocuSigned by: _____
335248FB8DB546D...
Pamn Henderson, TPO Chair

Date: 09/21/2026 | 16:02 EDT

RECIPIENT/LICENSEE:

BAY COUNTY BOARD OF COUNTY COMMISSIONERS

By: _____

Name: _____

Title: _____

Date: _____

ATTEST:

BAY COUNTY CLERK OF THE CIRCUIT COURT

By: _____
Bill Kinsaul, Clerk of Court

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

By: _____
Office of County Attorney

By: Signed by: Daniel Rosenheim
2EF19C6C6EA249D...
Daniel S. Rosenheim, TPO Attorney

docusign

Certificate Of Completion

Envelope Id: 1A138F95-2C88-8DC2-82EB-7FB4FFFE7A96
Status: Completed
Subject: Complete with Docusign: Conditional Bill of Sale and Temp Use Agreement.docx
Source Envelope:
Document Pages: 6
Signatures: 2
Certificate Pages: 4
Initials: 0
AutoNav: Enabled
EnvelopeId Stamping: Enabled
Time Zone: (UTC-06:00) Central Time (US & Canada)

Envelope Originator:
Lamar Hobbs
1010 Cone Avenue
Panama City, Florida 32401
Panama City, FL 32401
lhobbs@baycountyfl.gov
IP Address: 69.73.89.38

Record Tracking

Status: Original
9/21/2026 9:49:53 AM
Holder: Lamar Hobbs
lhobbs@baycountyfl.gov
Location: DocuSign

Signer Events	Signature	Timestamp
Daniel Rosenheim drosenheim@burkeblue.com Security Level: Email, Account Authentication (None)	Signed by: Daniel Rosenheim 2EF19C6C6EA249D...	Sent: 9/21/2026 10:00:47 AM Viewed: 9/21/2026 11:02:50 AM Signed: 9/21/2026 11:03:02 AM
	Signature Adoption: Pre-selected Style Using IP Address: 24.96.226.51	
Electronic Record and Signature Disclosure: Accepted: 4/30/2026 2:55:23 PM ID: 658dd1ae-2253-417c-a7c7-12c5d07ab9ec		
Pamn Henderson mayor@cityofcallaway.com Security Level: Email, Account Authentication (None)	DocuSigned by: 335248FB8DBE46D...	Sent: 9/21/2026 11:03:03 AM Viewed: 9/21/2026 3:01:26 PM Signed: 9/21/2026 3:02:46 PM
	Signature Adoption: Drawn on Device Using IP Address: 2607:fb90:be15:406b:f012:2783:7c87:83df Signed using mobile	
Electronic Record and Signature Disclosure: Accepted: 9/21/2026 3:01:26 PM ID: 1d596fbc-65f1-49a7-9d73-b46705e3151c		

In Person Signer Events	**Signature**	**Timestamp**
Editor Delivery Events	**Status**	**Timestamp**
Agent Delivery Events	**Status**	**Timestamp**
Intermediary Delivery Events	**Status**	**Timestamp**
Certified Delivery Events	**Status**	**Timestamp**
Carbon Copy Events	**Status**	**Timestamp**
Witness Events	**Signature**	**Timestamp**
Notary Events	**Signature**	**Timestamp**
Envelope Summary Events	**Status**	**Timestamps**

Envelope Summary Events	Status	Timestamps
Envelope Sent	Hashed/Encrypted	9/21/2026 10:00:47 AM
Certified Delivered	Security Checked	9/21/2026 3:01:26 PM
Signing Complete	Security Checked	9/21/2026 3:02:46 PM
Completed	Security Checked	9/21/2026 3:02:46 PM

Payment Events	Status	Timestamps

Electronic Record and Signature Disclosure

ELECTRONIC RECORD AND SIGNATURE DISCLOSURE

From time to time, Bay County (we, us or Company) may be required by law to provide to you certain written notices or disclosures. Described below are the terms and conditions for providing to you such notices and disclosures electronically through the DocuSign system. Please read the information below carefully and thoroughly, and if you can access this information electronically to your satisfaction and agree to this Electronic Record and Signature Disclosure (ERSD), please confirm your agreement by selecting the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

Getting paper copies

At any time, you may request from us a paper copy of any record provided or made available electronically to you by us. You will have the ability to download and print documents we send to you through the DocuSign system during and immediately after the signing session and, if you elect to create a DocuSign account, you may access the documents for a limited period of time (usually 30 days) after such documents are first sent to you. After such time, if you wish for us to send you paper copies of any such documents from our office to you, you will be charged a $0.00 per-page fee. You may request delivery of such paper copies from us by following the procedure described below.

Withdrawing your consent

If you decide to receive notices and disclosures from us electronically, you may at any time change your mind and tell us that thereafter you want to receive required notices and disclosures only in paper format. How you must inform us of your decision to receive future notices and disclosure in paper format and withdraw your consent to receive notices and disclosures electronically is described below.

Consequences of changing your mind

If you elect to receive required notices and disclosures only in paper format, it will slow the speed at which we can complete certain steps in transactions with you and delivering services to you because we will need first to send the required notices or disclosures to you in paper format, and then wait until we receive back from you your acknowledgment of your receipt of such paper notices or disclosures. Further, you will no longer be able to use the DocuSign system to receive required notices and consents electronically from us or to sign electronically documents from us.

All notices and disclosures will be sent to you electronically

Unless you tell us otherwise in accordance with the procedures described herein, we will provide electronically to you through the DocuSign system all required notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you during the course of our relationship with you. To reduce the chance of you inadvertently not receiving any notice or disclosure, we prefer to provide all of the required notices and disclosures to you by the same method and to the same address that you have given us. Thus, you can receive all the disclosures and notices electronically or in paper format through the paper mail delivery system. If you do not agree with this process, please let us know as described below. Please also see the paragraph immediately above that describes the consequences of your electing not to receive delivery of the notices and disclosures electronically from us.

How to contact Bay County:

You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:
To contact us by email send messages to: bcurtis@baycountyfl.gov

To advise Bay County of your new email address

To let us know of a change in your email address where we should send notices and disclosures electronically to you, you must send an email message to us at bcurtis@baycountyfl.gov and in the body of such request you must state: your

previous email address, your new email address. We do not require any other information from you to change your email address

If you created a DocuSign account, you may update it with your new email address through your account preferences.

To request paper copies from Bay County

To request delivery from us of paper copies of the notices and disclosures previously provided by us to you electronically, you must send us an email to bcurtis@baycountyfl.gov and in the body of such request you must state your email address, full name, mailing address, and telephone number. We will bill you for any fees at that time, if any.

To withdraw your consent with Bay County

To inform us that you no longer wish to receive future notices and disclosures in electronic format you may:

i. decline to sign a document from within your signing session, and on the subsequent page, select the check-box indicating you wish to withdraw your consent, or you may;

ii. send us an email to bcurtis@baycountyfl.gov and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process.

Required hardware and software

The minimum system requirements for using the DocuSign system may change over time. The current system requirements are found here: https://support.docusign.com/guides/signer-guide-signing-system-requirements.

Acknowledging your access and consent to receive and sign documents electronically

To confirm to us that you can access this information electronically, which will be similar to other electronic notices and disclosures that we will provide to you, please confirm that you have read this ERSD, and (i) that you are able to print on paper or electronically save this ERSD for your future reference and access; or (ii) that you are able to email this ERSD to an email address where you will be able to print on paper or save it for your future reference and access. Further, if you consent to receiving notices and disclosures exclusively in electronic format as described herein, then select the check-box next to 'I agree to use electronic records and signatures' before clicking 'CONTINUE' within the DocuSign system.

By selecting the check-box next to 'I agree to use electronic records and signatures', you confirm that:

- You can access and read this Electronic Record and Signature Disclosure; and
- You can print on paper this Electronic Record and Signature Disclosure, or save or send this Electronic Record and Disclosure to a location where you can print it, for future reference and access; and
- Until or unless you notify Bay County as described above, you consent to receive exclusively through electronic means all notices, disclosures, authorizations, acknowledgements, and other documents that are required to be provided or made available to you by Bay County during the course of your relationship with Bay County.