

**BAY COUNTY CITIZENS' ADVISORY COMMITTEE MEETING MINUTES**  
**EMERALD COAST REGIONAL COUNCIL (Designated staff)**  
**Bay County Transit Office**  
**1010 Cone Ave, Panama City, FL 32401**  
**January 31, 2024**

**MEMBERS IN ATTENDANCE:**

Ali Frohlic, CHAIR	Panama City Beach
James Pretlow, VICE-CHAIR	Panama City Beach
Walter R. Akins	Panama City
Paul Bohac	Callaway
Stanley Parron	Lynn Haven
Jo Ann Stone	Panama City Beach
Robert Waddell	Lynn Haven
Robert Wood	Panama City Beach

**MEMBERS NOT IN ATTENDANCE:**

Wilda Hodge	Panama City
Marty Kirkland	Panama City
Larry Messinger	Panama City Beach
Thomas Robinson, MD	Panama City Beach
Patty Strohmenger	Panama City
Guy York	Panama City
Brandy Mankin	Panama City

**OTHERS IN ATTENDANCE:**

Bryant Paulk	FDOT
Lamar Hobbs	BayWay
Sandy Culbreath	BayWay
Harrison Neilly	Transdev
Brandon Curtis	Transdev
<b><u>Virtual Attendance:</u></b>	
Cory Wilkinson	HDR
Mel Scott	Atkins
Janice Lucas	Panama City Commission

**EMERALD COAST REGIONAL COUNCIL STAFF:**

Austin Mount  
Angela Bradley  
Gary Kramer  
Leandra Meridith  
Tiffany Bates  
Howard Vanselow

Jill Nobles

Virtual Attendance

Gabrielle McVoy

Katie Fults

Mary Beth Washnock

### **CALL TO ORDER / INVOCATION / PLEDGE**

Chair Frohlic called the meeting to order. Mr. Akins led the prayer. The pledge was recited.

### **APPROVAL OF AGENDA**

**PUBLIC FORUM:** There were no speakers.

### **FDOT UPDATE:**

1. **FDOT Update - *Bryant Paulk, AICP Florida Department of Transportation (FDOT) Urban Liaison***

Bryant Paulk stated that the Gulf Coast Parkway project continues to advance, and improvements will begin at the Star Avenue intersection in February and the project should be completed by the fall of 2025.

The Hutchison Blvd. resurfacing project is currently underway. Sidewalks and drainage improvements are soon to begin, and the project should be completed in late fall of this year.

The Panama City Beach widening projects are under contract to be completed late summer 2026. The segment from SR 79 to the Hathaway Bridge is broken up into three segments, the first two of which are funded and the third of which is in the governor's Moving Florida Forward program, funded for 2027.

Chair Frohlic asked for an update on the Tyndall Flyover project. Bryant Paulk said he was just provided a completion date of April of this year. There was discussion about the traffic issues taking place during the construction. Bryant Paulk said once the contract was awarded, traffic management during the construction was up to the contractor.

Jim Pretlow asked if the Thomas Drive flyover is included in the Panama City Beach widening project. Bryant Paulk said that it is not included at this time, but the flyover project will be coordinated with completion of the Panama City Beach widening

project. Right-of-way has already been acquired, but the TPO will need to elevate the project.

There was a brief discussion about the parameters of the project.

Chair Frohlic asked for the status of the traffic light installation at Allison Avenue. Bryant Paulk said the backordered computer chips are still backordered, but some are coming in.

Bryant Paulk also informed the committee, because the FDOT offices have been receiving inquiries, that paving operations must be suspended anytime the temperature falls below 45 degrees.

Jo Ann Stone asked about a paving project on the west side. Bryant Paulk stated that the contractor is Anderson Columbia and that this company is not showing much progress on any of the projects they are working on. The company will have to pay liquidated damages for unqualifying delays; material and labor shortages sometimes cause delays. There was a brief discussion of the project.

There was discussion of several other project locations in Panama City and areas needing attention.

#### **PLANNING AND TRANSIT CONSENT AGENDA:**

1. **ALL COMMITTEES - Approval of November 1, 2023 Meeting Minutes**

**Jim Pretlow moved to approve the November 1, 2023 TCC meeting minutes. Robert Wood seconded the motion, and it was unanimously approved.**

#### **PLANNING ACTION ITEMS:**

1. **ENCLOSURE A - ALL COMMITTEES –Consideration of Resolution BAY 24-01 Approving the Evaluation Criteria for Emerald Coast Regional Council (ECRC) Staff Ranking of Transportation Systems Management (TSM) Projects – *Jill Nobles, ECRC Staff***

Jill Nobles noted that the criteria were presented at the last meeting for review. One change has taken place since that time concerning how level of service is evaluated. The methodology has changed the ten-year estimate to the LRTP-year estimate. Jill Nobles explained how the TSM projects are gathered, ranked, and presented for approval each cycle.

**Paul Bohac moved to recommend the TPO authorize the TPO chairman to sign**

**Resolution Bay 24-01 approving the evaluation criteria for Emerald Coast Regional Council (ECRC) staff ranking of Transportation System Management (TSM) Projects. The motion was seconded by Jo Ann Stone and was passed unanimously.**

**PLANNING PRESENTATIONS ITEMS:**

1. **ENCLOSURE B - ALL COMMITTEES – Schedule for Development of the Bay County TPO FY (Fiscal Years) 2026-2030 Project Priorities – Gary Kramer, ECRC Staff**

Gary Kramer presented the schedule for development of the upcoming Project Priorities cycle, as included in the agenda package. The item will be on the June agenda for consideration of adoption.

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

1. TCC and CAC November 2023 Meeting Minutes
2. Bay TPO Actions Report – November 2023
3. Signed Florida Commerce TIP Letter
4. Transportation Alternatives (TA) Set-Aside Application Review Workshop Meeting
5. 2024 Bay County TPO Meeting Schedule

**LEGISLATIVE UPDATES – TPO Only** *Tiffany Bates, ECRC Community Liaison*

**TRANSIT AGENDA**

**TRANSIT ACTION ITEMS:**

1. **ENCLOSURE C – ALL COMMITTEES- Consideration of Resolution Bay 24-02 Authorizing the TPO Chair to Sign a Memorandum of Understanding for Funding Implementation of a FY2024 Sunday Schedule for the Fixed Route System - Lamar Hobbs, Bay County Transit**

Lamar Hobbs stated that Sunday service was provided last year and had good ridership. Today's request of the TPO is to enter a new memorandum of understanding to do the same in FY 2024. Lamar Hobbs then explained the funding amounts.

**Paul Bohac moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-02 authorizing the TPO chair to sign a memorandum of understanding for funding implementation of a FY2024 Sunday schedule for the fixed route system. Robert Waddell seconded the motion, and it was unanimously approved.**

2. **ENCLOSURE D – ALL COMMITTEES- Consideration of Resolution Bay 24-03 Amending the Agreement for Management and Operations Services of the Fixed Route System - Lamar Hobbs, Bay County Transit**

Lamar Hobbs explained that legal and staff review of the new operator RFP submissions found that some qualifications were not met, and some data presented were skewed. It was determined that it would be best to re-issue the RFP with clarification of requirements, and to extend the contract with First Transit in the meantime, for up to twelve months.

**Jim Pretlow moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-03 amending the agreement for management and services of the fixed route system. Robert Waddell seconded the motion, and it was unanimously approved.**

3. **ENCLOSURE E – ALL COMMITTEES- Consideration of Resolution Bay 24-04 Authorizing the TPO Chair to Sign an Agreement with the Panama City Beaches Convention and Visitors' Bureau to Produce, Install, and Display Beach Safety Flag Advertisement on Transit Buses - Lamar Hobbs, Bay County Transit**

Lamar Hobbs explained that part of the agreement with the Convention and Visitors' Bureau was an arrangement to promote the beach safety flag system on two of the transit buses. This request is to recommend the TPO chair sign an agreement to that effect. Lamar Hobbs noted that there would be a small loss associated with the production costs and advertising revenue loss associated with this request, but the Bureau has provided much more funding to cover the expenses of providing the Sunday service.

**Stanley Parron moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-04 authorizing the TPO chair to sign an agreement with the Panama City Beaches Convention and Visitors' Bureau to produce, install, and display beach safety flag advertisement on transit buses. Jim Pretlow seconded the motion, and it was unanimously approved.**

4. **ENCLOSURE F – ALL COMMITTEES- Consideration of Resolution Bay 24-05 Approving a Request for Proposals (RFP) for an Operator for Deviated Fixed Route, Demand Response, and Micro-Transit Services - Lamar Hobbs, Bay County Transit**

Lamar Hobbs said this request is for permission to reject the bids submitted in association with Enclosure E and issue a new RFP.

**Stanley Parron moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-05 approving a request for proposals for an operator for deviated fixed route, demand response, and micro-transit services. Jim Pretlow seconded the motion, and it was unanimously approved.**

## **TRANSIT UPDATE**

**GOVERNANCE TRANSIT COMMITTEE UPDATE - Chris Cochran, AICP, Madrid CPWG**

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

**OTHER BUSINESS** – The next Bay County TPO meeting will be held on April 24, 2024 at 3:30 p.m. The TCC will meet at 11:00 a.m. and the CAC will meet at 1:30 p.m. All meetings will be held at the Bayway Public Transit System Administration and Meeting Facility, 1010 Cone Ave., Panama City, Florida 32401.

**ADJOURNMENT:** There being no further business, the meeting was adjourned.

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*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](mailto:publicinvolvement@ecrc.org) or email Leandra Meredith at [Leandra.Meredith@ecrc.org](mailto:Leandra.Meredith@ecrc.org). You may also call 1800-226-8914 or 1-800-955-8771 for TTY-Florida. All requests should be made at least 48 hours in advance.*

*Introduzca la participación del público se solicita, sin distinción de raza, color, origen nacional, sexo, edad, religión, discapacidad o estado familiar. La OPC hará arreglos razonables para el acceso a esta reunión de acuerdo con el Americans with Disabilities Act, y para los requisitos de idioma que no sea Inglés. Notifique a la Ada Clark ([ada.clark@ecrc.org](mailto: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.*