

BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION MEETING MINUTES
EMERALD COAST REGIONAL COUNCIL (Designated staff)
Bay County Transit Office
1010 Cone Ave, Panama City, FL 32401
April 24, 2024

MEMBERS IN ATTENDANCE:

Pamn Henderson, CHAIR	City of Callaway
Clair Pease	Bay County Commission
David Griggs	City of Callaway
Judy Vandergrift	City of Lynn Haven
Pat Perno	City of Lynn Haven
Josh Street	City of Panama City
Michael Rohan, Sr.	City of Panama City
Janice Lucas	City of Panama City
Mary Coburn	City of Panama City Beach
Michael Jarman	City of Panama City Beach
<i><u>Virtual Attendance:</u></i>	
Robert Carroll, VICE-CHAIR	Bay County Commission

MEMBERS NOT IN ATTENDANCE:

William Dozier	Bay County Commission
Tommy Hamm	Bay County Commission
Doug Moore	Bay County Commission
Jerry Smith	City of Mexico Beach
Brian Grainger	City of Panama City
Jenna Flint Haligas	City of Panama City
Stacie Galbreath	City of Parker
Cindy Hamre	City of Springfield

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Lamar Hobbs	BayWay
Cory Wilkinson	HDR
Kristi Warren	Disability Resource
John Hagan	Citizen
Ben Janke	City of Lynn Haven
Kathy Rudd	CPWG
Sherri Foster	Transit
Harrisson Neilly	Transdev
Brandon Curvis	Bayway
Trey Kolmetz	Bayway
Gene Keen	Bayway

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Ashley Stukey	Bay County
<u>Virtual Attendance:</u>	
Ian Satter	FDOT
Mark Brock	FDOT
Jim Smith	FDOT
Marilynn Farrow	City of Milton
Wiley Page	Atkins
Christopher Cochran	Madrid CPWG
Cheri Moon	Tyndall Airforce Base
Brue Bannhont	
Gary Houston	
Denise Imbler	

EMERALD COAST REGIONAL COUNCIL STAFF:

Austin Mount
Mary Beth Washnock
Gary Kramer
Leandra Meridith
Tiffany Bates
Angela Bradley
Jill Nobles

Virtual Attendance:

Gabrielle McVoy
Katie Fults
Howard Vanselow
Jill Strickler
Gina Watson
Renee Quick
Tammy Neal

CALL TO ORDER / INVOCATION / PLEDGE – Chair Pamn Henderson

Chair Henderson called the meeting to order.

APPROVAL OF AGENDA

Mary Beth Washnock stated that staff received a letter from the Callaway Planning Board addressed to the TPO, TCC, and CAC chairs, requesting they consider supporting extending the widening project on Highway 22 approximately 1.3 miles from Star Avenue to Park Place Road. Mary Beth Washnock asked that this item be added to the agenda.

Commissioner Griggs moved to approve the agenda as amended. The motion was seconded by Councilmember Coburn, and it was unanimously approved.

PUBLIC FORUM: There were no speakers.

FDOT UPDATE: FDOT Update - *Bryant Paulk, AICP Florida Department of Transportation (FDOT) Urban Liaisons*

Bryant Paulk stated that FDOT is in the initial phases of a PD&E study on SR 20 from SR 79 to US 231. FDOT will look at safety improvements and capacity improvements. There will be a virtual project update on June 20th. The finalization of the PD&E and a public hearing will be held in the fall of this year. At that time the TPO will need to incorporate what they would like to see move forward in this project into the LRTP.

Chair Henderson asked about SR 22 and possible funding. Bryant Paulk stated that FDOT is looking at the possibility of advancing both right of way acquisition and construction.

Commissioner Street asked about the intersection at Bayou Drive and 23rd Street and stated that due to the 390 expansion project, the access point from a left out, has been taken away. Commissioner Street asked if FDOT could look at that intersection because there is no other way out of the neighborhood than that point. Bryant Paulk stated that FDOT would take another look at that location.

Commissioner Griggs asked about the status of the Tyndall Flyover and US 231 at Titus. Bryant Paulk stated that the flyover is near completion and FDOT expects it to be finished in late spring of this year. The Titus project is let for construction in the first of the next calendar year. Bryant Paulk stated that it remains on schedule.

Mary Beth Washnock stated that there was a request from the Citizens' Advisory Committee (CAC) to have the Chair sign a letter to the FDOT District 3 Secretary requesting that the Department investigate the possibility of installing additional signage on the eastbound right lane of the Thomas Drive Bridge flyover to alert motorists that the lane is ending. This was requested due to the safety concerns that were expressed by the CAC in the earlier meeting.

Councilmember Coburn moved to authorize the TPO chair sign a letter to the FDOT District 3 Secretary requesting that the Department investigate installing additional signage on the eastbound right lane of the Thomas Drive Bridge flyover to alert motorists that the lane is ending. Commissioner Perno seconded the motion, and it was unanimously approved.

Commissioner Perno asked about the widening project that will fall behind the resurfacing project on the SR 390 Bayou Bridge replacement project. Bryant Paulk stated that the project falls behind the two large segments of US 231 on the TPO's priority list. Bryant Paulk stated that FDOT is struggling to keep those projects fully funded and that the US 231 projects need to get under construction first.

PLANNING AND TRANSIT CONSENT AGENDA:

1. **ALL COMMITTEES - Approval of January 31, 2024 Meeting Minutes**
2. **ENCLOSURE A – TPO ONLY - Consideration of Resolution BAY 24-10 Amending the Fiscal Year (FY) 2023 – FY 2024 Bay County Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP) to De-obligate PL Funds**
3. **ENCLOSURE B - ALL COMMITTEES – Consideration of Resolution BAY 24-09 Adopting the Fiscal Year (FY) 2025 – FY 2026 Bay County Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP)**
4. **ENCLOSURE C – ALL COMMITTEES- Consideration of Resolution Bay 24-13 Issuing a Letter of Support for the Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application**

Councilmember Jarman moved to approve the consent agenda items. Commissioner Perno seconded the motion, and it was unanimously approved.

PLANNING ACTION ITEMS:

1. **ENCLOSURE D – ALL COMMITTEES - ROLL CALL VOTE - Consideration of Resolution Bay 24-08 Amending the FY 2024-2028 Transportation Improvement Program to Add the Planning Study for Panama City Rails with Trails from 23rd Street to Frankford Avenue for Financial Project Identification (FPID) Number 4536011 in FY 2024/2025 at a Total Cost of \$406,000 – *Bryant Paulk, AICP, FDOT***

Bryant Paulk presented the TIP amendment.

Councilmember Jarman moved to authorize the TPO chair to sign Resolution Bay 24-08 amending the FY 2024-2028 Transportation Improvement Program to add the Planning Study for Panama City Rails with Trails from 23rd Street to Frankford Avenue for FPID number 4536011 in FY 2024/2025 at a total cost of \$406,000. The motion was seconded by Commissioner Pease.

Roll Call Vote

Mayor Henderson	Yes
Commissioner Pease	Yes
Commissioner Carroll	Yes
Commissioner Griggs	Yes
Commissioner Vandergrift	Yes

Commissioner Perno	Yes
Commissioner Street	Yes
Mayor Rohan	Yes
Commissioner Lucas	Yes
Council Member Coburn	Yes
Council Member Jarman	Yes

The motion was unanimously approved.

2. ENCLOSURE E - ALL COMMITTEES - Consideration of Resolution Bay-24-07 Adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 - 2030 Tentative Work Program- *Angela Bradley, ECRC Staff*

Ben Janke, City of Lynn Haven, addressed the board regarding the TA application for the Rails to Trails extension along Ormand Avenue to the Bay County line. Ben Janke stated that the segment is going to be vital to help close the gap and provide an overall seven mile Rails to Trails loop.

Angela Bradley presented the 2024 TA set-aside ranked projects for FY 2026-2030 and stated that the final priority ranking is due to FDOT on April 26th. ECRC staff will submit the final ranking from the TPO to FDOT.

Commissioner Street moved to authorize the TPO chair to sign Resolution Bay-24-07 adopting the 2024 TA Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 - 2030 Tentative Work Program. The motion was seconded by Commissioner Perno and was passed unanimously.

3. ENCLOSURE F - ALL COMMITTEES - Consideration of Resolution Bay 24-11 Amending the Bay County Transportation Planning Organization and Advisory Committee Bylaws - *Austin Mount, ECRC Staff*

Austin Mount presented the recommended Bylaw changes.

Councilmember Jarman moved to authorize the TPO chair to sign Resolution Bay 24-11 amending the Bay County Transportation Planning Organization and Advisory Committee Bylaws, with the officers serving a one year term. The motion was seconded by Commissioner Pease and was passed unanimously.

4. ENCLOSURE G - ALL COMMITTEES - Consideration of Resolution BAY 24-06

Adopting the Scope of Services for the Bay County TPO 2050 Long Range Transportation Plan Update – Gary Kramer, ECRC Staff

Mary Beth Washnock presented the scope of services for the Bay County TPO 2050 LRTP update.

Commissioner Perno moved to authorize the TPO chair to sign Resolution BAY 24-06 adopting the scope of services for the Bay County TPO 2050 Long Range Transportation Plan update. The motion was seconded by Commissioner Pease and was passed unanimously.

5. ENCLOSURE H - ALL COMMITTEES – Appointment of Bay County TPO 2050 Long Range Transportation Plan Steering Committee Members- Gary Kramer, ECRC Staff

Mary Beth Washnock stated that the TPO needed to appoint steering committee members for the Bay County 2050 LRTP and provided the TCC and CAC recommendations for their volunteers.

Councilmember Coburn moved to appoint Bay TCC members Eddie Cook, Keith Bryant, Cliff Johnson, and Clint Murphy and CAC members Paul Bohac and James Pretlow to the Bay County TPO 2050 LRTP Steering Committee. The motion was seconded by Commissioner Perno and was passed unanimously.

ADD ON ITEM:

Mary Beth Washnock stated that the Callaway Planning Board sent a letter to the TPO and committees regarding the widening project of Highway 22, approximately 1.3 miles from Star Avenue to Park Place Road. The letter stated that currently over 460 homes, four commercial businesses, one church, and the Callaway Sports Complex exist within this area and require the primary use of this stretch of roadway. Park Place is being developed to house over 200 new homes when completed, and zoning has been approved for the additional developments of 272 multifamily units and 340 single family homes. The letter concluded by stating the extension would be a great start to tying into the Gulf Coast Parkway from US 98 (SR 30) to US 231 (SR 75), listed in the 2045 Bay County TPO LRTP and that it would serve well as an additional evacuation route once that project is approved and funded.

Mary Beth Washnock stated that no action needed to be taken and that this information could be included in the coming LRTP process. Bryant Paulk stated that

this needs a full PD&E study and that the recommendation from FDOT is that if the TPO or TCC wants this to move forward, to include it in the upcoming 2050 LRTP.

PLANNING PRESENTATIONS ITEMS:

1. **ENCLOSURE I - ALL COMMITTEES – Introductory Presentation for the Smart Regions Master Plan- *Terry Shaw, P.E., Kimley-Horn***

Terry Shaw presented the Smart Regions Master Plan.

2. **ENCLOSURE J - ALL COMMITTEES – Florida Greenways and Trails (FGT) Presentation- *Angela Bradley, ECRC Staff***

Angela Bradley presented the FGT.

3. **ENCLOSURE K - ALL COMMITTEES – Review of Draft Bay County TPO FY 2025-2029 Transportation Improvement Program (TIP)- *Gary Kramer, ECRC Staff***

Mary Beth Washnock presented the draft Bay County FY 25-29 TIP.

4. **ENCLOSURE L - ALL COMMITTEES – Draft Bay County TPO FY 2026-2030 Project Priorities – *Gary Kramer, ECRC Staff***

Mary Beth Washnock presented the draft Bay County TPO FY 2026-2030 Project Priorities. Leandra Merdith went over the public outreach efforts for the project priorities.

PLANNING INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC January 2024 Meeting Minutes
2. Bay TPO Actions Report – January 2024
3. Joint TPO Meeting Summary – February 2, 2004
4. Project Request Letter from the City of Callaway
5. 2024 Bay TPO Meeting Schedule

TRANSIT AGENDA

TRANSIT ACTION ITEMS:

1. **ENCLOSURE M - ALL COMMITTEES – Consideration of Resolution Bay 24-12 Authorizing the Surplus of the Commercial Land Site Located on Douglas Road**

Lamar Hobbs stated that on May 23, 2008, the Bay County TPO procured an approximate 13.8-acre parcel of vacant zoned commercial land for \$400,000.00. The property was procured using federal grant funds provided by the FTA to build a transit and administrative fleet/maintenance facility. After procuring the property, the TPO chose to consider other locations for the transit facility and made the decision to purchase the property where the current transit facilities are located.

Lamar Hobbs stated that on March 28, 2024, a new property appraisal was ordered at the request of FTA to determine the fair market value. The property appraisal valued the property at \$450,000.00. As the parcel of land has remained unused and will not be used for project purposes in the foreseeable future, the TPO must determine a disposition alternative. In discussions with FTA, it was recommended that the property be competitively marketed and sold to repay FTA the greater of its share of the fair market value.

Councilmember Jarman moved to authorize the TPO chair to sign Resolution 24-12 authorizing the surplus of the commercial land site located on Douglas Road. The motion was seconded by Councilmember Coburn and was passed unanimously.

TRANSIT UPDATE

Lamar Hobbs stated that at the last meeting there was discussion about installing flag warning systems on the buses. Lamar Hobbs stated that due to advertising on the buses, staff did not think it was possible to add the warning system until the advertising contracts were up. Lamar Hobbs stated that the options were to either install the warnings when the contracts were up or use an advertising display that attaches to the bike rack on the buses. The cost of that would be \$340 per bus and \$12,920 in total for all the buses.

There was discussion about the GTC and how to move forward. Lamar Hobbs informed the board that the legislative bill House Bill 1091 that was submitted to the legislature this year for the creation of transit authority did not move forward. Lamar Hobbs stated that staff's recommendation is to submit the legislation again. The TPO requested to have a Governance Transit Committee meeting before the next TPO meeting in June.

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

OTHER BUSINESS – The next Bay TPO meeting will be held on **June 26, 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.

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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](#)

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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) 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.