

**BAY COUNTY TRANSPORTATION TECHNICAL COORDINATING COMMITTEE**  
**EMERALD COAST REGIONAL COUNCIL (Designated staff)**  
**Bay County Transit Office**  
**1010 Cone Ave, Panama City, FL 32401**  
**December 09, 2024**

**MEMBERS IN ATTENDANCE:**

Eddie Cook, CHAIR	City of Callaway
Keith Bryant, VICE-CHAIR	Bay County
Cliff Johnson	Bay County
Jonathan Hayes	City of Panama City
Clint Murphy	City of Panama City
Matt DeVito	City of Panama City
John Adair	City of Panama City Beach
John Skaggs	Naval Coastal Systems Station

**MEMBERS NOT IN ATTENDANCE:**

Ian Crelling	Bay County
Doug Lee	Bay County School District
Trey Kolmetz	Bay Way
Amanda Richard	City of Lynn Haven
Kathryn Younce	City of Panama City Beach
Tony Summerlin	City of Parker
Richard McConnell	Northwest Florida Beaches International Airport
Parker McClellan, Jr.	Northwest Florida Beaches International Airport
Alex King	Port of Panama City
Jonathan McFarlane-Weinstein	Tyndall Air Force Base

**OTHERS IN ATTENDANCE:**

Bryant Paulk	FDOT
Chris Sponseller	Bay County
Ray Rollins	CDG
Mary Beth Washnock	Madrid CPWG
Richard Barr	Kimley-Horn
Cory Wilkinson	HDR
Lamar Hobbs	BayWay
Jared Schneider	Kimley Horn

**Virtual Attendance**

Terrel Shaw  
Sherri Hemp  
Tabitha Mentir

**EMERALD COAST REGIONAL COUNCIL STAFF:**

Kandase Lee  
Tiffany Bates  
Annie Arguello  
Leandra Meredith  
Gary Kramer  
Jill Nobles  
Howard Vanselow  
Tammy Neal  
Roshita Taylor  
Virtual Attendance:  
Gabrielle McVoy  
Rae Emary  
Gina Watson  
Dawn Schwartz  
Jill Strickler

**CALL TO ORDER / INVOCATION / PLEDGE**

**APPROVAL OF AGENDA** TPO Only

**PUBLIC FORUM:** None

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

Bryant Paulk gave an update on two projects, stating that the re-alignment of Star Avenue and Titus Road at U.S. 231 project is still on schedule for a February 2025 letting date. Bryant Paulk also reported that the final segment of Panama City Beach Parkway widening project is scheduled for a February 2026 letting date.

Bryant Paulk gave a report on the recent virtual project update on the multi-use path in Mexico Beach. The project is currently under PD&E.

**PLANNING AND TRANSIT CONSENT AGENDA:**

**1. ALL COMMITTEES - Approval of August 2024 Meeting Minutes**

Jonathan Hayes moved to approve the August 2024 TCC meeting minutes. Keith Bryant seconded the motion, and it was unanimously approved.

**2. TPO ONLY- Consideration of Resolution Bay 24-29 to Recommend Bay County as the Single Designated Community Transportation Coordinator (CTC) for Bay County - *Howard Vanselow, ECRC Staff***

3. **ALL COMMITTEES - Consideration of Resolution Bay 24-30 Amending the Fiscal Year (FY) 2025 - FY 2026 Bay County Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP) to Revisions Per 2 CFR/200/Subpart E Cost Principle Guidelines – *Kandase Lee, ECRC CEO***

Jonathan Hayes moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-30 amending the FY 2025 - FY 2026 Unified Planning Work Program to follow 2 CFR 200 subpart E cost principle guidelines including 15% de minimis, effective January 1, 2025. Keith Bryant seconded the motion, and it was unanimously approved.

4. **ALL COMMITTEES - Consideration of Resolution BAY 24-21 Ratifying the Chair's Signature and Adoption of the Adjusted Urban Area Boundary and the Functional Classification Map for Bay County on October 10, 2024– *Gary Kramer, ECRC Staff***

Clint Johnson moved to recommend the TPO authorize the TPO chairman to ratifying the chair's signature and adoption of the Adjusted Urban Area Boundary and the Functional Classification Map for Bay County on October 10, 2024. Keith Bryant seconded the motion, and it was unanimously approved.

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

1. **ENCLOSURE A – ALL COMMITTEES - Consideration of Resolution BAY 24-33 Accepting the FDOT FY 2026-2030 Tentative Work Program – *Carla Hodges, FDOT/ Bryant Paulk, AICP, FDOT***

Bryant Paulk presented the FDOT FY 2026-2030 Tentative Work Program, highlighting major projects planned for Bay County.

Keith Bryant moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 24-33 accepting the FDOT FY 2026-2030 Tentative Work Program. Jonathan Hayes seconded the motion, and it was unanimously approved.

2. **ENCLOSURE B – ALL COMMITTEES – ROLL CALL VOTE - Consideration of Resolution Bay 24-27 Amending the FY 2025-2029 Transportation Improvement Program to Add the Construction Phase for SR 368 (23rd Street) from Jenks Avenue to SR 77 Lighting Project for Financial Project Identification (FPID) Number 4437161 in FY 2024/2025 at a Total Cost of \$10,000 – *Bryant Paulk, AICP, FDOT***

Bryant Paulk presented the proposed TIP amendment.

**Keith Bryant moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-27 amending the FY 2025-2029 TIP. Jonathan Hayes seconded the motion, and it was unanimously approved.**

3. **ENCLOSURE C – ALL COMMITTEES – ROLL CALL VOTE – Consideration of Resolution BAY 24-28 Amending the FY 2025-2029 Transportation Improvement Program to Add the Construction Phase for East Side of Nautilus Street from Surfside Middle School Entrance to SR30A (Back Beach Road) Sidewalk Project for Financial Project Identification (FPID) Number 4456142 in FY 2024/2025 at a Total Cost of \$152,008– *Bryant Paulk, AICP, FDOT***

Bryant Paulk presented the proposed TIP amendment.

**Jonathan Hayes moved to recommend the TPO authorize the TPO chairman to sign Resolution BAY 24-28 amending the FY 2025-2029 TIP. Clint Johnson seconded the motion, and it was unanimously approved.**

4. **ENCLOSURE D – ALL COMMITTEES – Consideration of Resolution Bay 24-19 Adopting Statewide “Vision Zero” Targets for Safety Performance Measures – *Gary Kramer, ECRC Staff***

Gary Kramer presented the targets for safety performance measures and stated that this action is recommended to comply with the February 27, 2025, deadline to remain in compliance with the federal and state regulations for transportation planning.

**Keith Bryant moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-19 adopting Statewide “Vision Zero” targets for Safety Performance Measures. Jonathan Hayes seconded the motion, and it was unanimously approved.**

5. **ENCLOSURE E – ALL COMMITTEES – Consideration of Resolution BAY 24-20 Adjusting the Four-Year Targets (2025) for Bridge (PM 2) and System Performance (PM 3) for the Florida Department of Transportation– *Gary Kramer, ECRC Staff***

Gary Kramer presented the four-year targets (2025) for Bridge (PM 2) and System Performance (PM 3) for FDOT and stated that recommendation of TPO approval is recommended to comply with the March 30, 2025, deadline to adjust the four-year (2025) targets for Bridge and Pavement and System Performance.

**Keith Bryant moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-20 adjusting the four-year targets (2025) for Bridge (PM 2) and**

**System Performance (PM 3) for FDOT. Jonathan Hayes seconded the motion, and it was unanimously approved.**

**6. ENCLOSURE F – ALL COMMITTEES - Consideration of Resolution BAY 24-24 Accepting the Emerald Coast Safety Action Plan and Authorizing the TPO Chair to Sign a Letter of Support for the Emerald Coast Safety Action Plan – *Jill Nobles, ECRC Staff***

Jill Nobles presented the Emerald Coast Safety Action Plan. This action is recommended to prioritize the strategies and countermeasures identified to eliminate fatalities and serious injuries along the High Injury Network in the Bay County TPO area. Jill Nobles stated that ECRC staff were also recommending the chair sign a letter of support for the Emerald Coast Safety Action Plan. Jared Schneider with Kimley Horne went over the highlights of the development of the plan and how it can be used to go after implementation funds.

**Cliff Johnson moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-24 accepting the Emerald Coast Safety Action Plan and authorizing the TPO chair to sign a letter of support for the Emerald Coast Safety Action Plan. Keith Bryant seconded the motion, and it was unanimously approved.**

**7. ENCLOSURE G – ALL COMMITTEES - Consideration of Resolution BAY 24-26 Adopting the Congestion Management Process Plan (CMPP) Minor Update – *Jill Nobles, ECRC Staff***

Jill Nobles presented the Congestion Management Process Plan minor update. Chair Cook requested that all future adjustments to the CMPP include local roads. Gary Kramer stated that it is up to the deferral functional classification that was approved earlier. Bryant Paulk clarified that if the data is collected and made available, the Department can include it. Otherwise inclusion of local road data cannot be covered within the budget.

**Jonathan Hayes moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-26 adopting the Congestion Management Process Plan minor update. Keith Bryant seconded the motion, and it was unanimously approved.**

**8. ENCLOSURE H – TPO ONLY - Appointment of a Bay TPO Board Member and Alternate to serve on the MPOAC Governing Board for Calendar Year 2025 – *Kandase Lee, ECRC CEO***

**PRESENTATION ITEMS:**

**1. ENCLOSURE I – ALL COMMITTEES- Informational Presentation for the Transportation Alternatives (TA) Program and the Transportation Regional Incentive Program (TRIP) – *Jill Nobles, ECRC Staff***

Jill Nobles presented the Transportation Alternatives (TA) Program and the Transportation Regional Incentive Program (TRIP) and informed the committee that TA and TRIP applications are due in FDOT's Grant Application Program (GAP) by Friday, January 17, 2025.

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

1. August 2024 Bay TPO Actions Report
2. August 2024 Bay TCC and CAC Meeting Minutes
3. Bay County TPO Signed Florida Commerce Letter
4. Bay February 2024 TA Application Review Workshop Agenda
5. Modification to the FY 2025-2029 Transportation Improvement Program (TIP) Letters
6. Safety Study and Capacity Project on SR 22
7. Callaway Elementary School Safety Concerns/SR22 Capacity Improvements Letter

**TRANSIT AGENDA**

**TRANSIT ACTION ITEMS: NONE**

**TRANSIT PRESENTATION ITEMS:**

1. **ENCLOSURE J – TPO ONLY - FY2024 Transit Productivity and Performance Measures Report – *Lamar Hobbs, Bay County Transit***

**TRANSIT UPDATE**

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

**OTHER BUSINESS** – The 2025 Bay TPO meeting schedule is to be determined.

A video was shown of the ECRC recent military installation resiliency review.

**ADJOURNMENT**

*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.*