



Pamn Henderson  
Chair

Robert Carroll  
Vice Chair

P.O. Box 11399, Pensacola, FL • 32524-1399  
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 | [www.ecrc.org](http://www.ecrc.org)

**MEETING OF THE TRANSPORTATION PLANNING ORGANIZATION**  
**Monday, December 09, 2024 - 3:30 p.m.**  
**Bay County Transit Office, 1010 Cone Ave Panama City, FL 32401**

**Technical Coordinating Committee (TCC) - 11:00 a.m.**  
**Citizens' Advisory Committee (CAC) - 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:**

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

**PLANNING AND TRANSIT CONSENT AGENDA:**

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

## **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*
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*
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*
4. **ENCLOSURE D – ALL COMMITTEES** - Consideration of Resolution Bay 24-19 Adopting Statewide “Vision Zero” Targets for Safety Performance Measures – *Gary Kramer, ECRC Staff*
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*
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*
7. **ENCLOSURE G – ALL COMMITTEES** - Consideration of Resolution BAY 24-26 Adopting the Congestion Management Process Plan (CMPP) Minor Update – *Jill Nobles, ECRC Staff*
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*

**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.

**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](#)

*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.*

# **FDOT UPDATE**

# **PLANNING AND TRANSIT CONSENT AGENDA**

**PLANNING AND TRANSIT  
CONSENT AGENDA  
ALL COMMITTEES**

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

# **CONSENT**

## **AGENDA ITEM 1**

**BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION MEETING MINUTES**  
**EMERALD COAST REGIONAL COUNCIL (Designated staff)**  
**Bay County Transit Office**  
**1010 Cone Ave, Panama City, FL 32401**  
**August 07, 2024**

**MEMBERS IN ATTENDANCE:**

Pamn Henderson, Chair	City of Callaway
Robert Carroll, Vice-Chair	Bay County Commission
William Dozier	Bay County Commission
Doug Moore	Bay County Commission
Tommy Hamm	Bay County Commission
David Griggs	City of Callaway
Pat Perno	City of Lynn Haven
Brian Grainger	City of Panama City
Janice Lucas	City of Panama City
Josh Street	City of Panama City
Michael Rohan, Sr.	City of Panama City
Mary Coburn	City of Panama City Beach
Paul Casto	City of Panama City Beach
Judy Vandergrift	City of Lynn Haven

**MEMBERS NOT IN ATTENDANCE:**

Clair Pease	Bay County Commission
Jerry Smith	City of Mexico Beach
Jenna Flint Haligas	City of Panama City
Jack Griffis	City of Springfield

**OTHERS IN ATTENDANCE:**

Bryant Paulk	FDOT
Mark Brock	FDOT
Kaylee Kildare	FDOT
Casey Johns	FDOT
Taylor Branton	FDOT
Harrison Neilly	Transdev
Tammie Mams	Transdev
Mark McQueen	Bay District Schools
Ashley Stucky	Bay County BOCC
Jennifer Bennett	Citizen
Lamar Hobbs	BayWay

**Virtual Attendance:**

Colby Cleveland  
Cory Wilkinson

Gary Huston  
Kasey Cuchens  
Kathy Rudd  
Trey Kolmetz

**EMERALD COAST REGIONAL COUNCIL STAFF:**

Austin Mount  
Tiffany Bates  
Angela Bradley  
Howard Vanselow  
Virtual Attendance:  
Rae Emary  
Leandra Meredith  
Gabrielle McVoy  
Gina Watson

**CALL TO ORDER / INVOCATION / PLEDGE – Chair Pamn Henderson**

*Chair Henderson called the meeting to order.*

**APPROVAL OF AGENDA**

**Commissioner Hamm moved to approve the agenda. The motion was seconded by Councilmember Coburn, and it was unanimously approved.**

**PUBLIC FORUM:**

Jennifer Bennet spoke regarding the Bicycle and Trails Master Plan and the Governing Transit Committee (GTC) items. Jennifer Bennet stated concern about the updated plan included areas of private property and expressed her concern regarding the verbiage in the GTC legislation discussing land acquisition.

Mark McQueen, Bay County Superintendent of Schools, discussed significant safety concerns related to student safety and traffic congestion along SR 22 in the vicinity of Callaway Elementary School. Mark McQueen stated that there has been tremendous growth in both Callaway and Callaway Elementary School and that nearly 600 students now attend the school. Mark McQueen stated that as housing in the area continues to increase, the school's improved grade will undoubtedly attract additional students.

Mark McQueen stated that due to budget limitations students living within two miles of the school are no longer provided bus services. This has increased the number of parent/guardian drop offs, which has contributed greatly to the safety issues and congestion along the SR22 corridor. Mark McQueen explained that despite guidance to drop students off on school property many parents/guardians are choosing to drop their children off along

the SR22 right-of-way. In many cases this requires the student to cross the highway during this busy time of day which places an additional burden on both school employees and law enforcement as they attempt to provide a safe environment beyond the school property.

Mark McQueen stated that the Bay County School Board encourages FDOT and the TPO to consider all potential pedestrian and cyclist improvements as part of the capacity project. Improvements such as a pedestrian overpass at the school and appropriate sidewalks and bike lanes are features that would greatly increase safety for the students.

The TPO directed staff to draft a resolution addressing SR 22 in Callaway and to work with FDOT on the resolution and to send to Chair Henderson for signature to be forwarded to FDOT Secretary Gainer and to Callaway Elementary School.

#### **FDOT UPDATE**

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

Casey Johns, FDOT planning specialist, presented the 2055 Florida Transportation Plan Update.

Chair Henderson asked for an update on the DuPont bridge contract. Bryant Paulk stated that at this time, a contract has yet to be posted. Discussion ensued regarding concerns on the estimated cost and the need for the bridge.

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

**1. ALL COMMITTEES - Approval of June Meeting Minutes**  
**Councilmember Coburn moved to approve the June 2024 meeting minutes.**  
**Commissioner Griggs seconded the motion, and it was unanimously approved.**

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

**1. ENCLOSURE A- ALL COMMITTEES - Consideration of Resolution Bay 24-17 Authorizing the ECRC/TPO to Enter Scope Negotiations, to Issue a Task Order to a GPC for the Completion of a Bike/Ped/Trail Plan, Adopting the 2024 Pedestrian, Bicycle, and Trail Master Plan – Ms. Angela Bradley, ECRC Staff**

Angela Bradley stated that this plan will serve as a resource for the Bay County TPO and will be a major update to the TPO's current bicycle pedestrian master plan, which will include the addition of a trail element. Angela Bradley informed the board that the intent of this plan is to incorporate the improvements and Complete Streets policy into an updated Pedestrian, Bicycle, and Trail Master Plan.

**Commissioner Dozier moved to recommend the TPO chair sign Resolution BAY 24-17 authorizing the ECRC/TPO to enter scope negotiations, issue a task order**

**to a GPC for the completion of a Bike/Ped/Trail plan, and adopting the 2024 Pedestrian, Bicycle, and Trail Master Plan. Councilmember Casto seconded the motion, and it was unanimously approved.**

**2. ENCLOSURE B- TPO ONLY – Request by Bay County - *Bay County BOCC***

Commissioner Moore presented the Bay County BOCC resolution expressing interest in finding alternative administrative support for the Bay County TPO. Commissioner Moore discussed the general concerns and responsibilities of ECRC and discussed his concerns with the joint TPO/MPOAC meeting held in February 2024. Commissioner Moore opened discussions from the board. Discussion ensued. The board decided to not pursue any further action and to continue with ECRC as the administrative support for the Bay TPO.

**Mayor Rohan made a motion to not pursue any further action and to continue with ECRC as the administrative support for the Bay TPO. The motion was seconded by Commissioner Dozier and the motion was approved with Commissioner Moore opposed.**

**PLANNING PRESENTATIONS ITEMS:**

**ENCLOSURE C - PLANNING INFORMATION ITEMS (no presentation necessary):**

1. TCC and CAC June 2024 Meeting Minutes
2. Bay TPO Actions Report – June 2024
3. 2024 Bay County TPO Meeting Schedule

**TRANSIT AGENDA**

**TRANSIT ACTION ITEMS:**

1. **ENCLOSURE D – TPO ONLY - Consideration of Resolution Bay 24-16 Approving Draft Bill Language for Proceeding with the Necessary Legislative Process for Creation of a New Independent Transit Authority - *Ashley Stukey, Director Collaborative Services Department, Bay County BOCC***

Lamar Hobbs presented the updated draft bill language for proceeding with the necessary legislative process for the creation of a new independent transit authority. The highlighted changes included that the authority shall not have the power of eminent domain to acquire property for public transportation facilities, the authority shall have no ad valorem taxing or non-ad valorem assessment power.

**Commissioner Hamm moved to recommend the TPO chair sign Resolution Bay 24-16 approving draft bill language for proceeding with the necessary legislative process for creation of a new independent transit authority. Councilmember Coburn seconded the motion, and it was unanimously approved.**

## **TRANSIT UPDATE**

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

**OTHER BUSINESS** – The next Bay TPO meeting will be held on November 6th, 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:**

*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.*

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**CONSENT**  
**AGENDA ITEM 2**  
**TPO ONLY**

**CONSENT AGENDA**  
**ITEM 2**  
**TPO ONLY**

**SUBJECT:** Consideration of Resolution Bay 24-29 Recommending Bay County as the Single Designated Community Transportation Coordinator (CTC) for Bay County

**ORIGIN OF SUBJECT:** Chapter 427, Florida Statutes

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** The Bay County TPO is the designated official planning agency for the Bay County Transportation Disadvantaged service area. According to Chapter 427.015 (2) F. S., the Metropolitan Planning Organization is the organization that “shall recommend to the commission a single community transportation coordinator.

Bay County Board of County Commissioners (BOCC) was designated by the Florida Commission for Transportation Disadvantaged (CTD) as the Community Transportation Coordinator (CTC) for Bay County and has served in that capacity since 2014. Bay County (BOCC) has requested to remain the CTC for Bay County and has the experience and qualifications to serve the transportation disadvantaged population.

The Bay County Transportation Disadvantaged Coordinating Board is the advisory board (to the TPO) that is composed of representatives who help guide the CTC relative to the coordination of transportation disadvantaged services approved to recommend that Bay County BOCC remains the CTC for Bay County on November 13, 2024.

**Attached is the following:**

- Resolution Bay 24-29

**RECOMMENDED ACTION:** Approval of a motion recommending the TPO authorize the TPO chair to sign Resolution Bay 24-29 recommending Bay County as the single Community Transportation Coordinator for Bay County for a five-year agreement beginning July 1, 2025. Please contact Howard Vanselow, TPO staff, at (850) 332-7976, Ext. 231 or [howard.vanselow@ecrc.org](mailto:howard.vanselow@ecrc.org) if additional information is needed.

## RESOLUTION BAY 24-29

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION RECOMMENDING THE BAY COUNTY BOARD OF COUNTY COMMISSIONERS AS THE DESIGNATED COMMUNITY TRANSPORTATION COORDINATOR FOR BAY COUNTY

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**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 Bay County TPO is the designated official planning agency for the Bay County Transportation Disadvantaged service area; and

**WHEREAS**, the Bay County Board of County Commissioners (BOCC) is currently serving as the Community Transportation Coordinator (CTC) and has requested to continue to serve in that role; and

**WHEREAS**, the Bay County BOCC has the appropriate personnel, financial capacity, vehicle and equipment resources, experience and qualifications to serve the transportation disadvantaged population.; and

**WHEREAS**, according to Chapter 427.015 (2) F. S., the Metropolitan Planning Organization is the organization that shall recommend to the commission a single community transportation coordinator;

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

The TPO recommends to the Florida Commission for the Transportation Disadvantaged that the Bay County Board of County Commissioners continue to serve as the single designated Community Transportation Coordinator for Bay County for a five-year period effective July 1, 2025.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

**CONSENT**

**AGENDA ITEM 3**

**ALL COMMITTEES**

# **CONSENT AGENDA**

## **ITEM 3**

### **ALL COMMITTEES**

**SUBJECT:** 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

**ORIGIN OF SUBJECT:** Federal Government 2 CFR 200/Subpart E Cost Principles

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** The UPWP is a required product of the TPO. It describes the planning work tasks and budget for the TPO fiscal year (July through June). As defined in the Code of Federal Regulations, the UPWP is a statement of work identifying the planning priorities and activities to be carried out within a metropolitan planning area. At a minimum, a UPWP includes a description of the planning work and resulting products, who will perform the work, and the source(s) of funds (23 C.F.R. 450.104). The TPO adopts a new UPWP every other year along with an annual revision at the end of the first year.

TPO work elements include, but are not limited to:

- Program Development
- Long Range Transportation Planning
- Data Development and Management
- Short Range Transportation Planning
- Plans and Studies
- Public Involvement

Funding sources for these work elements include, but are not limited to:

- PL (Planning)
- CM (Congestion Management)

In October 2021, the TPO adopted the Federal 10% De Minimis indirect rate. This rate was used when calculating the budgets for the FY 2025 – FY 2026, which was adopted by Resolution FL-AL 24-15, during the April 2024 TPO meeting. Since this time, the Federal Government has changed the De Minimis allowance to 15% per 2 CFR 200/subpart E Cost Principles. Staff are recommending that the TPO officially adopt this new rate and cost principal guidance based upon 2 CFR 200/subpart E. This will allow staff to inform the Florida Department of Transportation (FDOT) and Alabama Department of Transportation (ALDOT) so the process to make necessary UPWP budgetary changes, as applicable to the funding sources listed above, can begin.

The Financial Agreement between the TPO and FDOT will need to be amended, it is requested that the new De Minimis rate of 15% become effective January 1, 2025.

**Attached is the following:**

- Resolution Bay 24-30

**RECOMMENDED ACTION:** Approval of a motion authorizing the TPO chair 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. This

action is recommended to ensure the work is in place with a supporting budget. Please contact Kandase Lee, ECRC CEO, at [kandase.lee@ecrc.org](mailto:kandase.lee@ecrc.org) if additional information is needed.

## RESOLUTION BAY 24-30

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY 2025 – FY 2026 UNIFIED PLANNING WORK PROGRAM (UPWP) TO IMPLEMENT REVISIONS TO 2 CFR 200/ SUBPART E COST PRINCIPLE GUIDELINES

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**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 TPO planning area; and

**WHEREAS**, the Bay County TPO FY 2025 – FY 2026 Unified Planning Work Program (UPWP), which outlines tasks and their associated budgets for a determined time period, was adopted by the TPO in April 2024 and submitted to the governor of the State of Florida and to the Federal Transit Administration (FTA) and Federal Highway Administration (FHWA), as provided in Title 23 Code of Federal Regulations (CFR) Section 450; Florida Statutes; and

**WHEREAS**, in October 2021, the TPO adopted the Federal 10% De Minimis indirect rate, which was used when calculating the budgets for the FY 2025 – FY 2026 UPWPs; and

**WHEREAS**, in October 2024 the federal government changed the De Minimis allowance to 15% per 2 CFR 200/subpart E;

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

The TPO amends 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.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

**CONSENT**

**AGENDA ITEM 4**

**ALL COMMITTEES**

# CONSENT AGENDA

## ITEM 4

### ALL COMMITTEES

**SUBJECT:** 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

**ORIGIN OF SUBJECT:** FHWA and FDOT

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** The Adjusted Urban Area Boundary Map is used to establish the boundary between urban and rural areas for Federal Highway Functional Classification purposes and is reviewed every 10 years as part of the Census. It is based on FHWA's "Highway Functional Classification Concepts, Criteria and Procedures" 2013 Edition. The Adjusted Urban Area Boundary and the Federal Classification Maps are to be reviewed by FDOT by December 2024 and approved by FHWA by April 2025.

The attached Urban Area Boundary Maps illustrate the differences between the 2010 and 2020 Census. The attached Federal Functional Classification Map for Bay County has been developed by FDOT with input from the TPO and local governments. Listed below are the proposed changes from 2010 to 2020 for the Federal Functional Classification.

#### **Bay County Functional Classification Changes from 2010 to 2020**

ROADWAY	FROM	TO	NEW CLASSIFICATION	PREVIOUS CLASSIFICATION	COMMENT
NORTH PIER PARK DRIVE	BACK BEACH ROAD	PHILIP GRIFFITS SENIOR PARKWAY	URBAN MINOR ARTERIAL	N/A	New Roadway
SR 388	SR 79	SR 88	RURAL MINOR ARTERIAL	N/A	New Roadway
WEST/EAST BEACH DRIVE	WEST 6TH STREET	CHERRY STREET	URBAN MINOR COLLECTOR	URBAN LOCAL	Due to AADT, update from Local to Minor Collector
TITUS ROAD	CR 2321	US 231	URBAN MINOR COLLECTOR	URBAN LOCAL	Due to AADT (4000), update from Local to Minor Collector
JOHN PITTS ROAD	NEW MAJETTE TOWER ROAD	JETTON ROAD	URBAN LOCAL	URBAN LOCAL	Update for Urban Boundary change
SOUTH EAST AVENUE	END	NELSON STREET	URBAN MINOR COLLECTOR	URBAN LOCAL	Update from Local to Minor Collector - SIS facility, 3200 AADT

ROADWAY	FROM	TO	NEW CLASSIFICATION	PREVIOUS CLASSIFICATION	COMMENT
PHILIP GRIFFITS SENIOR PARKWAY/ NAUTILUS STREET	SR-79/S ARNOLD ROAD	US-98/SR-30A	URBAN MINOR ARTERIAL	URBAN LOCAL	Update to Urban Minor Art. 9000-11000 AADT.
SR-384 WEST BOUND	US-98/SR-30	US-98/SR-30	URBAN MAJOR COLLECTOR	URBAN LOCAL	Update from Local to Major Collector - Flyover, AADT supported
SR-384 EAST BOUND	US-98/SR-30	US-98/SR-30	URBAN MAJOR COLLECTOR	URBAN LOCAL	Update from Local to Major Collector - Flyover, AADT supported
SR-385	SR-384 EAST BOUND	SR-384 WEST BOUND	URBAN MAJOR COLLECTOR	URBAN LOCAL	Update from Local to Major Collector - Flyover, AADT supported
SOUTH ARNOLD ROAD	PANAMA CITY BEACH ADMIN BLDG	US-98/SR-30A	URBAN MINOR ARTERIAL	URBAN MINOR ARTERIAL	Update Mileage break at Urban Boundary
SOUTH ARNOLD ROAD	US-98/SR-30A/ PANAMA CITY BEACH PARKWAY	PHILIP GRIFFITS SENIOR PARKWAY	URBAN PRINCIPAL ARTERIAL OTHER	URBAN PRINCIPAL ARTERIAL OTHER	Update Mileage break at Urban Boundary
CR 386	US 98	COUNTY LINE	RURAL MAJOR COLLECTOR	RURAL LOCAL	Update from Local to Major Collector to match Gulf County
BECK AVE	LEFT TURN= US-98/SR-30 RIGHT TURN= US-98/SR-30A	SR-368/23RD STREET	URBAN MAJOR COLLECTOR	URBAN MINOR ARTERIAL	Update from Arterial to Major Collector. AADT drops dramatically (16000 to 5000) south of SR 368/23rd Street.
JOHN PITTS ROAD	STAR AVENUE	OLD MAJETTE TOWER ROAD	URBAN MINOR COLLECTOR	URBAN LOCAL	Local to Collector, AADT 4300

ROADWAY	FROM	TO	NEW CLASSIFICATION	PREVIOUS CLASSIFICATION	COMMENT
NORTH EAST AVENUE	NELSON STREET	EAST 5TH STREET	URBAN MINOR COLLECTOR	URBAN LOCAL	Local to Collector, SIS Corridor
ALF COLEMAN ROAD	FRONT BEACH ROAD	BACK BEACH RD	URBAN MINOR COLLECTOR	URBAN LOCAL	Local to Minor Collector, AADT 8700
DELWOOD BEACH ROAD	MAGNOLIA BEACH ROAD	MAGNOLIA BEACH ROAD	URBAN MAJOR COLLECTOR	URBAN LOCAL	Update to cover gap in designation
N CENTER AVENUE	EAST 8TH STREET	EAST 11TH STREET	URBAN LOCAL	RURAL LOCAL	Correction Rural to Urban
IOWA AVENUE	EAST 17TH STREET	EAST 8TH STREET	URBAN LOCAL	RURAL LOCAL	Correction Rural to Urban
MOSLEY DRIVE	LYNN HAVEN PARKWAY	NORTH EAST AVENUE	URBAN LOCAL	RURAL LOCAL	Correction Rural to Urban
WEST 8TH STREET CIRCLE	CAROLINA AVENUE	CAROLINA AVENUE	URBAN LOCAL	RURAL LOCAL	Correction Rural to Urban
CAROLINA AVENUE/ WEST 7TH STREET	TENNESSEE AVENUE	END	URBAN LOCAL	RURAL LOCAL	Correction Rural to Urban

**Attached are the following:**

- Resolution BAY 24-21
- 2010 Adjusted Urban Area Boundary
- 2020 Adjusted Urban Area Boundary
- 2020 Bay County Functional Classification Map
- Federal Functional Classification Definitions

**RECOMMENDED ACTION Approval of a motion 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.** This action is recommended because it complies with federal transportation legislation and allows state and local government to update their Federal Classification Maps for roadways, Please contact Mr. Gary Kramer if additional information is needed at [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org) or (850) 332-7976 Ext. 219.

# RESOLUTION BAY 24-21

## A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION APPROVING THE ADJUSTED URBAN AREA BOUNDARY AND THE FUNCTIONAL CLASSIFICATION FOR BAY COUNTY

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**WHEREAS**, the Bay County Transportation Planning Organization (TPO) is the organization designated by the Governor of Florida for carrying out the continuing, cooperative and comprehensive transportation planning process for the Bay County TPO Planning Area; and

**WHEREAS**, Coordination with the Florida Department of Transportation occurred to develop the Adjusted Urban Area Boundary from the Census Defined Panama City-Panama City Beach, FL Urban Area Boundary; and

**WHEREAS**, Coordination with the TPO Staff and local governments occurred to developed the Functional Classification Map for Bay County; and

**WHEREAS**, FDOT has developed FHWA Functional Classification Map for Bay County based on the Adjusted Panama City-Panama City Beach, FL Urban Area Boundary; and

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

The TPO approves ratifying the Chair's signature and adoption of the Adjusted Panama City-Panama City Beach, FL Urban Area Boundary and the Functional Classification Map for Bay County on October 10, 2024.

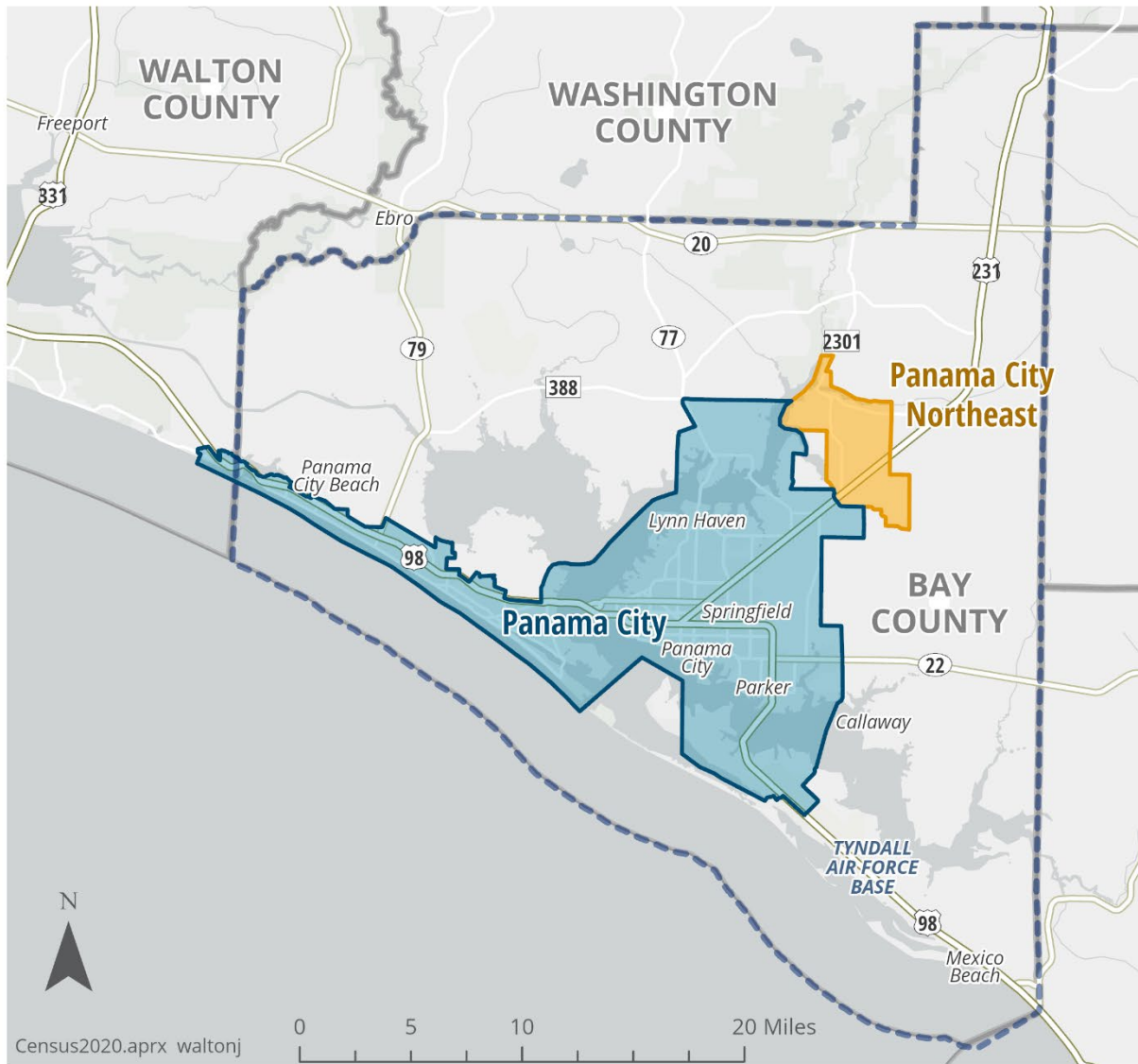
Passed and duly adopted by the Bay County TPO on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION PLANNING  
ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson Chairperson

**ATTEST:** \_\_\_\_\_

## 2010 Adjusted Urban Area Boundary



### 2010 Adjusted Urban Area Boundary

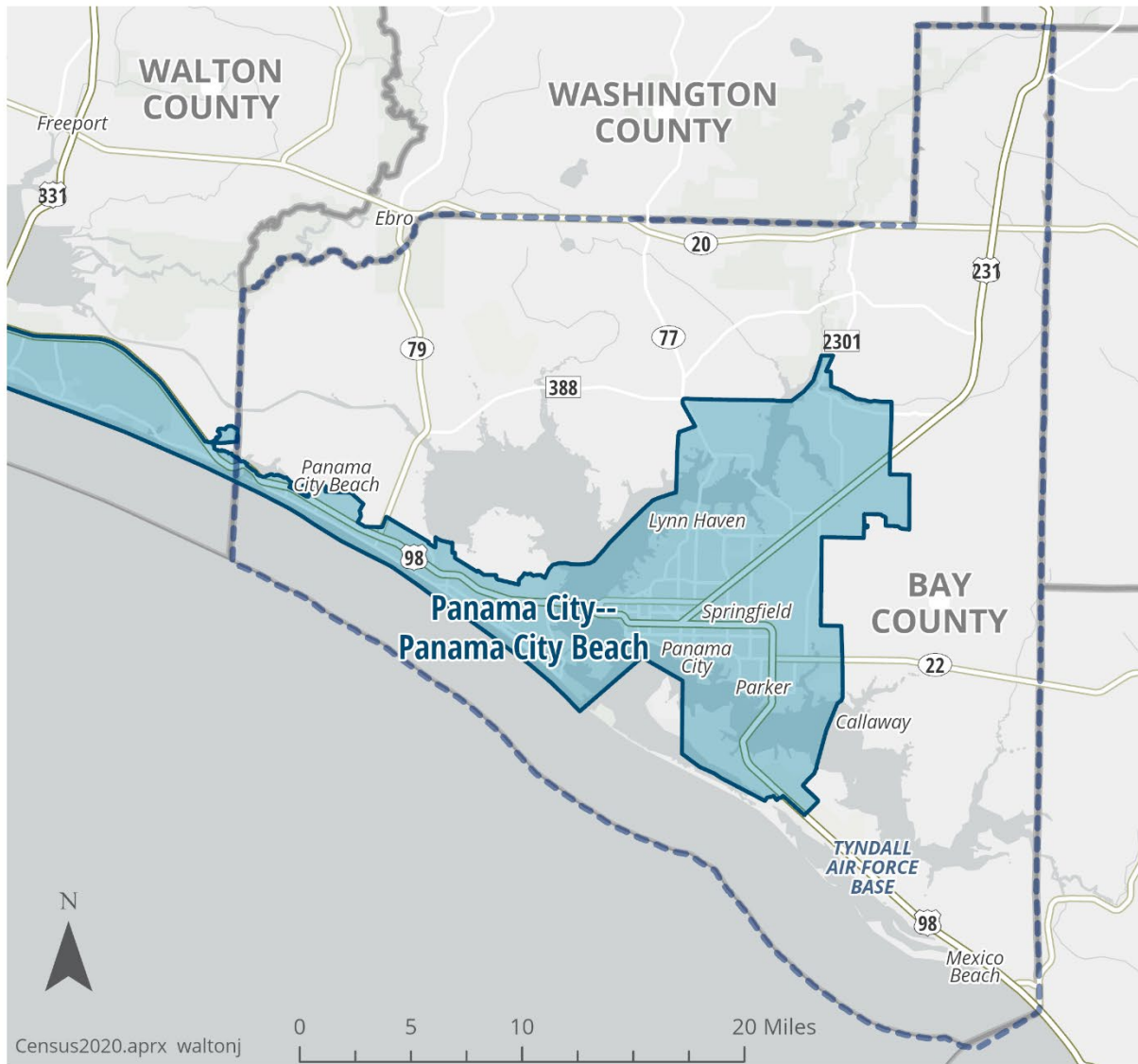
■ Panama City

■ Panama City Northeast

▬ Bay County TPO/MPA

▬ County Boundary

## 2020 Adjusted Urban Area Boundary



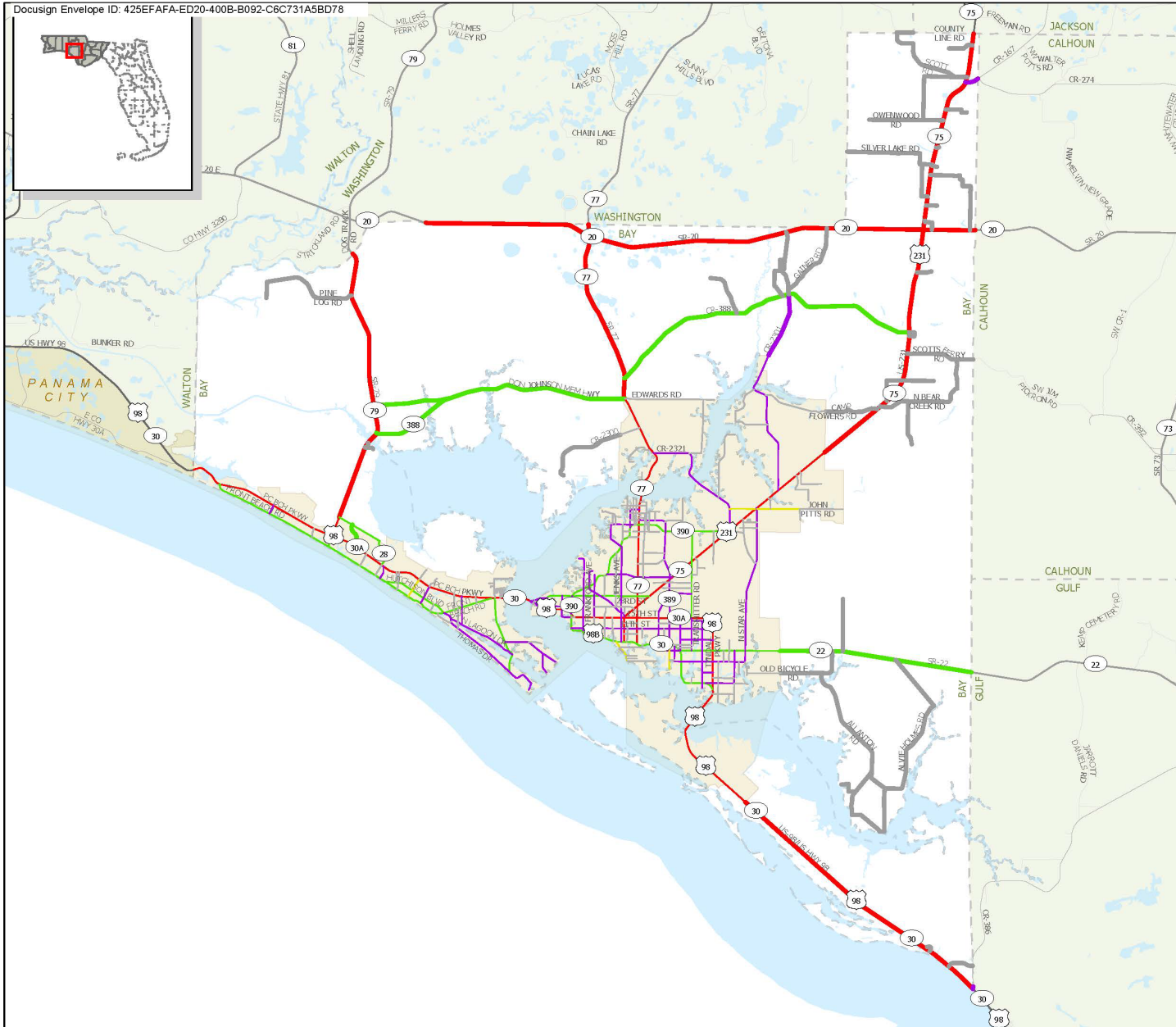
**2020 Adjusted Urban Area Boundary**

 Panama City--Panama City Beach

 Bay County TPO/MPA

 County Boundary

## 2020 Bay County Functional Classification Map



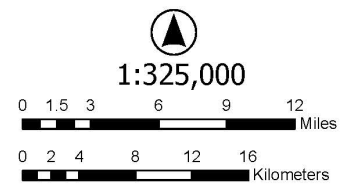
**2020**  
Urban Area Boundaries  
and Functional Classification  
**BAY COUNTY**  
Florida

RECOMMENDED BY:  10/10/2024 | 1:15 P

Bay County Transportation Planning Organization Date  
Chair

Florida Department of Transportation, District Three      Date  
Director of Transportation

APPROVED BY:

Federal Highway Administration Date

### Legend

2020 Functional  
Classification

- RURAL PRIN ART INT.
- RURAL PRIN ART OTHER
- RURAL MINOR ART
- RURAL MAJOR COLLECTOR
- RURAL MINOR COLLECTOR
- RURAL LOCAL
- OTHER
- URBAN MINOR ART
- URBAN MAJOR COLLECTOR
- URBAN MINOR COLLECTOR
- URBAN LOCAL
- 2020 Adjusted Urban Boundary
- Major



Prepared by:  
FLORIDA DEPARTMENT OF TRANSPORTATION  
in cooperation with the  
US DEPARTMENT OF TRANSPORTATION  
File Created: August 2024

## **Federal Functional Classification Definitions**

**Arterials** – Arterial system provides the highest level of mobility at the highest speed, for long, uninterrupted travel. Arterials generally have higher design standards than other roads, often with multiple lanes and some degree of access control.

**Interstates** – Interstates are the highest classification of Arterials and were designed and constructed with mobility and long-distance travel in mind. Since inception the Interstate System has provided a superior network of limited access, divided highways offering high levels of mobility while linking the major urban areas of the United States. Federal Aid Eligible.

**Other Principal Arterials** – These roadways serve major centers of metropolitan areas, provide a high degree of mobility and can also provide mobility through rural areas. Unlike their access- controlled counterparts, abutting land uses can be served directly. Federal Aid Eligible.

**Minor Arterials** – Minor Arterials provide service for trips of moderate length, serve geographic areas that are smaller than their higher Arterial counterparts and offer connectivity to the higher Arterial system. Federal Aid Eligible.

**Collectors** – Collectors provide a lower degree of mobility than arterials. They are designed for travel at lower speeds and for shorter distances. Collectors are typically two-lane roads that collect and distribute traffic from the arterial system. In order to bridge this gap, Collectors must and do provide access to residential neighborhoods.

**Major Collectors** – Major Collector routes are longer in length; have lower connecting driveway densities; have higher speed limits; have higher annual average traffic volumes; than their Minor Collector counterparts. Federal Aid Eligible.

**Minor Collectors** – Minor collectors provide service to smaller communities not served by a higher class facility. These routes connect major thoroughfares to diffused areas, such areas include the primary connection to a farming area consisting of large acreage tracts or scattered small residential developments. These roads that are outside of the urban boundary are classed as Rural Minor Collectors. However, these roads that are inside the urban boundary are classed as Urban Minor Collectors. Urban Minor Collectors are Federal Aid Eligible. Rural Minor Collectors are Non-Federal Aid Eligible.

# **PLANNING ACTION ITEMS**

# ENCLOSURE A

## **ENCLOSURE A ALL COMMITTEES**

**SUBJECT:** Consideration of Resolution BAY 24-33 Accepting the FDOT FY 2026-2030 Tentative Work Program

**ORIGIN OF SUBJECT:** FDOT

**LOCAL GOVERNMENT ACTION NEEDED:** Review and comment for consistency with local comprehensive plans.

**BACKGROUND:** At the June 5<sup>th</sup> meeting, the TPO adopted its FY 2026-2030 Project Priorities. The purpose of the Priorities is to ensure that projects programmed by FDOT in the Five-Year Work Program are consistent with local needs and plans. The Priorities rank projects in the following categories:

1. Long Range Transportation Plan Capacity Projects
2. Transportation Systems Management Projects
3. Transportation Alternative Projects
4. Public Transportation Projects
5. Aviation Projects
6. Seaport Projects

Adoption of the Project Priorities is the initial step in development of the Transportation Improvement Program (TIP). FDOT uses the Priorities to develop its Five-Year Work Program within system maintenance requirements and funds available in various funding categories.

FDOT presented a virtual (online) and in-person public hearing for the FY 2026-2030 Tentative Work Program on December 5, 2024. FDOT District III officials will present the FY 2026-2030 Tentative Work Program at the TPO meeting and will refine the Work Program and budgetary limitations to reflect the recommendations of the TPO. The proposed Work Program will then be submitted to the Florida Legislature to consider for adoption. The TPO will develop the final FY 2026-2030 TIP and will request adoption at the June 2025 TPO meeting, resulting in a TIP and FDOT Work Program that will be consistent.

The FY 2026-2030 Tentative Five-Year Work Program for Bay County will be distributed at the TPO, TCC, and CAC meetings.

**Attached is the following:**

- Resolution BAY 24-33

**RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution Bay 24-33.** This action is recommended to reflect the coordination that has occurred between the TPO and FDOT in the development of the FY 2026-2030 Work Program and funding of TPO FY 2026-2030 Priorities. Please contact Gary Kramer, ECRC staff, at (800) 226-8914, Ext. 219 or [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org) if additional information is needed.

## **RESOLUTION BAY 24-33**

### **A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ACCEPTING THE FLORIDA DEPARTMENT OF TRANSPORTATION FY2026-2030 TENTATIVE FIVE YEAR WORK PROGRAM**

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**WHEREAS**, the Bay County Transportation Planning Organization (TPO) is the organization designated by the governor of the State 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**, the TPO annually adopts Transportation Project Priorities and forwards them to the Florida Department of Transportation (FDOT) each year, as the initial step in the development of the TPO Transportation Improvement Program (TIP) for the following project categories: Capacity Projects, Transportation Systems Management Projects, Transportation Alternative Projects, Public Transportation Projects, Aviation Projects, Seaport Projects; and

**WHEREAS**, FDOT annually uses the TPO Transportation Project Priorities in the development of the FDOT Tentative Five-Year Work Program to the extent feasible within system maintenance requirements and funds available in various fund categories; and

**WHEREAS**, FDOT annually presents the FDOT Tentative Five-Year Work Program to the TPO to ensure that the Work Program is consistent with the TPO's Transportation Project Priorities to the extent feasible; and

**WHEREAS**, the TPO's Transportation Project Priorities and FDOT Work Program development processes are mutually supportive resulting in a final TPO TIP and FDOT Work Program that are consistent;

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

The TPO accepts the FY2026-2030 FDOT Tentative Five-Year Work Program.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_

Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

# **ENCLOSURE B**

## **ENCLOSURE B ALL COMMITTEES**

**SUBJECT:** Consideration of Resolution BAY 24-27 Amending the FY 2025-2029 Transportation Improvement Program to Add the Construction Phase for SR 368 (23<sup>rd</sup> 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 (**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 amends Project ID 4437161 to add the construction phase for SR 368 (23<sup>rd</sup> Street) from Jenks Avenue to SR 77, a lighting project, in FY 2024/2025 at a total cost of \$10,000.

**Attached are the following:**

- Resolution Bay 24-27
- Request for Amendment
- Page of the FY 2025 – FY 2029 TIP as Amended

**RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution Bay 24-27 amending the FY 2025-2029 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](mailto:gary.kramer@ecrc.org) if additional information is needed.

## RESOLUTION BAY 24-27

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2025-2029 TRANSPORTATION IMPROVEMENT PROGRAM

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**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 2025-2025 Transportation Improvement Program by adding the construction phase for SR 368 (23<sup>rd</sup> Street) from Jenks Avenue to SR 77, a lighting project, for Financial Project Identification (FPID) Number 4437161 in FY 2024/2025 at a total cost of \$10,000.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

**FDOT Request**

**BAY TPO FY 25-29 TIP Amendment Request**

**ID #**      **Project Name/Location**  
**443716-1**   **SR 368 23rd Street from Jenks Avenue to SR 77**

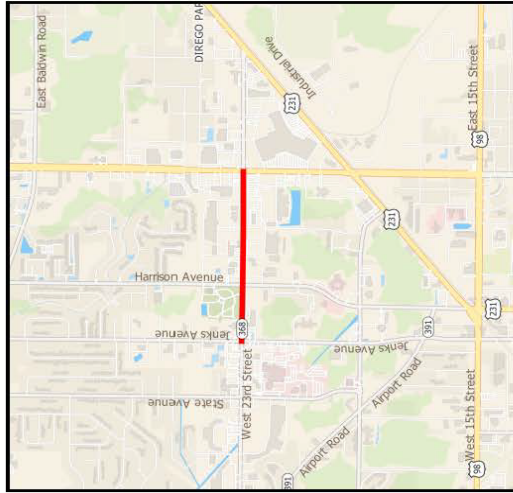
**Work Mix: 0777 Lighting**  
**Project Length: 0.753 Miles**

RRU	Phase Code	<2025	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL	Fund Code
	56		10,000					\$10,000	ACSS
		\$0	\$10,000	\$0	\$0	\$0	\$0	\$10,000	

FY 25 SAFETY LIGHTING PROJECT IN PANAMA CITY

**4437161 - SR 368 23RD STREET**

Non-SIS



**25-29 TIP Page as Amended**

<b>From:</b>	JENKS AVENUE					
<b>To:</b>	SR 77					
<b>Section:</b>	6 - Miscellaneous					
<b>Work Summary:</b>	LIGHTING					
<b>Lead Agency:</b>	FDOT					
				<b>Length:</b>	0.753 MI	
				<b>L RTP #:</b>	Final Report p. F-10	
<b>Phase</b>	<b>Fund Source</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>
CST	ACSS	10,000	0	0	0	0
<b>Total</b>		<b>10,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
						<b>10,000</b>

Prior Cost &lt;2025: 0

Future Cost &gt;2030: 0

**Total Project Cost:** 10,000

**Project Description:** On December 9, 2024 TPO Agenda for approval.  
Install lighting on SR 368 (23rd Street) from Jenks Avenue to SR 77.

# **ENCLOSURE C**

## **ENCLOSURE C ALL COMMITTEES**

**SUBJECT:** 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 (**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 adds Project ID 4456142, adding the construction phase for the east side of Nautilus Street from Surfside Middle School entrance to SR30A (Back Beach Road), a sidewalk project, in FY 2024/2025 at a total cost of \$152,008.

**Attached are the following:**

- Resolution BAY 24-28
- Request for Amendment
- Page of the FY 2025 – FY 2029 TIP as Amended

**RECOMMENDED ACTION:** **Approval of a motion authorizing the TPO chair to sign Resolution BAY 24-28 amending the FY 2025-2029 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](mailto:gary.kramer@ecrc.org) if additional information is needed.

## RESOLUTION BAY 24-28

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FY2025-2029 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 2025-2025 Transportation Improvement Program by adding the construction phase for the east side of Nautilus Street from Surfside Middle School entrance to SR30A (Back Beach Road), a sidewalk project, for Financial Project Identification (FPID) Number 4456142 in FY 2024/2025 at a total cost of \$152,008.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

**FDOT Request**  
**BAY TPO FY 25-29 TIP Amendment Request**

**ID #**      **Project Name/Location**  
**445614-2**    **SURFSIDE MIDDLE SCHOOL SAFE ROUTES SIDEWALK PROJECT**

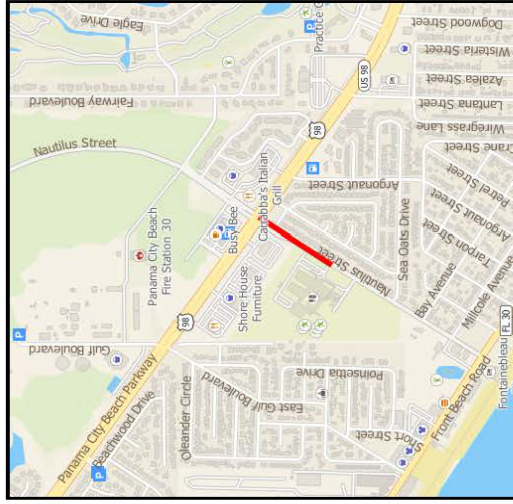
**Work Mix: 0205 Sidewalk**  
**Project Length: 0.176 Miles**

	Phase Code	<2025	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	TOTAL	Fund Code
CST	58		\$134,283					\$134,283	ACSS
CST	61		\$1,611					\$1,611	ACSS
CST	68		\$16,114					\$16,114	ACSS
		\$0	\$152,008	\$0	\$0	\$0	\$0	\$152,008	

INSTALL SIDEWALK ON E SIDE OF NAUTILUS ST FROM SCHOOL  
ENTRANCE TO SR 30A BACK BEACH RD

4456142 - NAUTILUS STREET

## Non-SIS



**25-29 TIP Page as Amended**

<b>From:</b>	SCHOOL ENTRANCE						
<b>To:</b>	SR 30A BACK BEACH RD						
<b>Section:</b>	3 - Bike/ Pedestrian						
<b>Work Summary:</b>	SIDEWALK			<b>Length:</b>	0.176 MI		
<b>Lead Agency:</b>	FDOT			<b>L RTP #:</b>	Final Report p. D-5		
<b>Phase</b>	<b>Fund Source</b>	<b>2024/25</b>	<b>2025/26</b>	<b>2026/27</b>	<b>2027/28</b>	<b>2028/29</b>	<b>Total</b>
CEI	ACSS	17,725	0	0	0	0	17,725
CST	ACSS	134,283	0	0	0	0	134,283
<b>Total</b>		<b>152,008</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>152,008</b>

Prior Cost &lt;2025: 0

Future Cost &gt;2030: 0

**Total Project Cost:** 152,008

**Project Description:** On December 9, 2024 TPO Agenda for approval.  
Safe Routes sidewalk on East Side of Nautilus Street from Surfside Middle School Entrance to SR 30A (Back Beach Road).

# **ENCLOSURE D**

## **ENCLOSURE D**

### **ALL COMMITTEES**

**SUBJECT:** Consideration of Resolution Bay 24-19 Adopting Statewide “Vision Zero” Targets for Safety Performance Measures

**ORIGIN OF SUBJECT:** Federal Transportation Legislation Moving Ahead for Progress in the 21<sup>st</sup> 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:** Transportation Planning Organizations (TPOs) are required to adopt targets for Safety Performance Measures annually, by February 27. The TPOs can either accept the Department of Transportation (DOT) targets or establish their own targets. From 2018 - 2023, the Bay County TPO accepted the FDOT targets for Safety Performance Measures through adoption of resolutions. The necessary language for Safety Performance Measures was incorporated each year into the adopted Transportation Improvement Programs (TIPs) and/or by amendments to the TIP. Any future amendments to the 2045 Long Range Transportation Plan will also need to incorporate language for Performance Measures. Because of these previous TPO actions, Resolution Bay 24-19 has been worded to continue with the state targets for safety as it needs to be adopted by February 27, 2025.

**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 “Vision Zero” target is based on the Florida Strategic Highway Safety Plan. The table below illustrates the targets the TPO adopted from 2018 - 2024 as well as FDOT targets for 2025. 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), and 2025 (2019-2023). **However, please note the 2025 five year rolling average has not yet been made available by FDOT.**

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
<b>FDOT (2025)</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>

### **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 3,441.8 in 2023. Florida's target for fatalities is zero in 2025. 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 16,380.6 in 2023. Florida's target for serious injuries is zero in 2025. 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 1,543 in 2023. Florida's target for fatality rate per 100 million vehicle miles traveled is zero in 2025. 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 7,344 in 2023. Florida's target for serious injury rate per 100 million Vehicle Miles Traveled is zero in 2025. 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 3,148.2 in 2023. Florida's target for number of non-motorized fatalities and serious injuries is zero in 2025. 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 24-19

**RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution Bay 24-19 adopting Statewide "Vision Zero" targets for Safety Performance Measures. 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.** Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org) if additional information is needed.

# RESOLUTION BAY 24-19

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

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**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**, Federal Highway Administration (FHWA) issued a final rule based on section 1203 of the Moving Ahead for Progress in the 21<sup>st</sup> Century (MAP-21) Act, 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 its annual development of the State Highway Safety Improvement Plan has developed safety targets for each of the five safety performance measures, and

**WHEREAS**, each TPO must establish safety targets by February 27, 2025 and report progress over time in reaching the adopted targets;

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

The Bay County TPO adopts the following Statewide "Vision Zero" targets for Safety Performance Measures for 2025:

- **Number of Fatalities** – **"0"** to support FDOT's 0 target for traffic fatalities and support FDOT's "Vision 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 "Vision Zero."
- **Number of Serious Injuries** – **"0"** to support FDOT's 0 target for serious injuries and support FDOT's "Vision 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 "Vision 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 "Vision Zero."

Passed and duly adopted by the Bay County Transportation Planning Organization held on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

# **ENCLOSURE E**

## ENCLOSURE E ALL COMMITTEES

**SUBJECT:** 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

**ORIGIN OF SUBJECT:** Federal Transportation Legislation Moving Ahead for Progress in the 21<sup>st</sup> 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:** The Bridge and Pavement (PM 2) and the System Performance Measures (PM 3) were adopted by the Bay County Transportation Planning Organization (TPO) on April 19, 2023 by Resolution Bay 23-09 which complied with the June 14, 2023 due date. The TPO is only required to adopt four-year targets, while FDOT is required to adopt two-year and four-year targets.

FDOT has the option to adjust the four-year targets in its Mid-Performance Period Progress Report which was due to FHWA on October 1, 2024. In the Mid-Performance Period Progress Report, FDOT elected to modify its four-year targets to better support the decision-making process for investment strategies, which is illustrated in the tables below.

### 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 (2023)	4 Year (2025)	2 Year (2023)	4 Year (2025)
FDOT	≥50	≥50	≤10	≤10 ≤5
TPO	Not Required	≥50	Not Required	≤10 ≤5

### 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 (2023)	4 Year (2025)	2 Year (2023)	4 Year (2025)	2 Year (2023)	4 Year (2025)
FDOT	≥75	≥70 ≥75	≥50	≥50 ≥60	≤1.75	≤2.00
TPO	Not Required	≥70 ≥75	Not Required	≥50 ≥60	Not Required	≤2.00

**Attached is the following:**

- Resolution Bay 24-20

**RECOMMENDED ACTION:** Approval of a motion authorizing the TPO chair to sign Resolution Bay 24-20 adjusting the four-year targets (2025) for Bridge (PM 2) and System Performance (PM 3) for FDOT. This action is recommended to comply with the March 30, 2025 deadline to adjust the four-year (2025) targets for Bridge and Pavement and System Performance. Please contact Gary Kramer ECRC staff, at [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org) or (850) 332-7976, Extension 219, if additional information is needed.

## RESOLUTION BAY 24-20

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ADJUSTING TARGETS FOR BRIDGE AND SYSTEM PERFORMANCE MEASURES

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

**WHEREAS**, Federal Highway Administration issued a final rule based on section 1203 of the Moving Ahead for Progress in the 21<sup>st</sup> 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) has developed targets Bridge and System Performance and the Bay County TPO adopted Bridge and System Performance targets on April 19, 2023; and

**WHEREAS**, the FDOT has adjusted the four-year targets (2025) in its Mid-Performance Period Progress Report;

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

The Bay County TPO adjusts the following four-year (2025) targets for **BRIDGE AND SYSTEM PERFORMANCE:**

- **Percent of NHS Bridges classified as in Poor Condition by Deck Area:** "≤5" to support FDOT's 2025 target.
- **Percent of Person Miles Traveled on Interstate System that is Reliable:** "≥75" to support FDOT's 2025 target.
- **Percent of Person Miles Traveled on Non-Interstate System that is Reliable:** "≥60" to support FDOT's 2025 target.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

# **ENCLOSURE F**

## **ENCLOSURE F ALL COMMITTEES**

**SUBJECT:** 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.

**ORIGIN OF SUBJECT:** ECRC

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** The Bipartisan Infrastructure Law (BIL) established the new SS4A discretionary program, with \$5 billion in appropriated funds over 5 years, 2022-2026. The SS4A program funds regional, local, and tribal initiatives through grants to prevent roadway deaths and serious injuries.

As a recipient of an SS4A grant, ECRC will produce a Safety Action Plan. The Safety Action Plan will assist the ECRC and the TPO regions in achieving the target of zero fatalities and serious injuries.

The Safety Action Plan has included robust engagement with the public and relevant stakeholders, including the private sector and community groups, allowing for community representation and feedback. Information received from engagement and collaboration was analyzed and incorporated into the plan. Overlapping jurisdictions were included in the process. Plans and processes were coordinated and aligned with other governmental plans and planning processes to the extent practical.

Kimley-Horn will provide an overview on the project at the December TPO and advisory committee meetings.

The draft Safety Action Plan can be accessed on the project webpage at [www.ecrc.org/7LayerProjects](http://www.ecrc.org/7LayerProjects).

**Attached is the following:**

- Resolution BAY 24-24
- SS4A Letter of Support

**RECOMMENDED ACTION:** Approval of a motion authorizing the TPO chair 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. 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. Please contact Jill Nobles, ECRC staff, if additional information is needed at [jill.nobles@ecrc.org](mailto:jill.nobles@ecrc.org) or (850) 332-7976, ext. 212.

# **RESOLUTION BAY 24-24**

## **A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION ACCEPTING THE EMERALD COAST SAFETY ACTION PLAN**

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**WHEREAS**, the Bay County Transportation Planning Organization (TPO) is the organization designated by the governor of the State 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**, it is critical for the TPO to prioritize the Safety Action Plan to ensure the safety of pedestrians, cyclists, and road users of all ages and abilities; and

**WHEREAS**, fatal and severe crashes are preventable, and death and serious injury are currently an unacceptable cost on our roadway system; and

**WHEREAS**, pedestrians, bicyclists, and motorcyclists represent the most vulnerable road users and represent approximately 47% of all fatal traffic crashes and 35% of all severe injury crashes in the Bay County TPO area between 2019 and 2023; and

**WHEREAS**, pedestrians, bicyclists, and motorcyclists represent the most vulnerable road users and represent approximately 45% of all fatal traffic crashes and 28% of all severe injury crashes in the ECRC region between 2019 and 2023; and

**WHEREAS**, the TPO adopts annual safety performance measures as part of the federally required safety performance measures; and

**WHEREAS**, the U.S. Department of Transportation has adopted the Safe System approach and Florida Department of Transportation has adopted a Target Zero Initiative; and

**WHEREAS**, the Emerald Coast Regional Council (ECRC) and the Florida-Alabama, Okaloosa-Walton, and Bay County TPOs have adopted a Vision Zero goal; and

**WHEREAS**, the Emerald Coast Safety Action Plan was developed with a data driven approach along with input from stakeholders, members of the public, and a multi-disciplinary Task Force comprised of representatives from local organizations and agencies with expertise in transportation, roadway engineering, law enforcement, emergency response, equity, transit, biking, and walking;

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

- The TPO accepts the Emerald Coast Safety Action Plan, which outlines detailed strategies and countermeasures to eliminate fatalities and serious injuries along the High Injury Network in the Bay County TPO area.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_

Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_



**Pamn Henderson**  
**Chair**

**Robert Carroll**  
**Vice Chair**

**P.O. Box 11399 Pensacola, FL 32524-1399**  
**P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • [www.ecrc.org](http://www.ecrc.org)**

November 25, 2024

Karen Cuchens, Chair  
Emerald Coast Regional Council  
P O Box 11399  
Pensacola, FL 32502

Dear Chair Cuchens:

The Bipartisan Infrastructure Law (BIL) established the Safe Streets and Roads for All (SS4A) discretionary program with \$5 billion in appropriated funds over five (5) years, 2022-2026. The SS4A program funds regional, local, Tribal initiatives through grants to prevent roadway deaths and serious injuries.

As a recipient of an SS4A grant, the Emerald Coast Regional Council (ECRC) working in conjunction with Bay County Transportation Planning Organization (Bay County TPO), produced a Safety Action Plan. The Safety Action Plan will guide the ECRC and the TPOs efforts to achieve the target of zero fatalities and serious injuries. The Bay County TPO, the U.S. Department of Transportation and the Florida Department of Transportation have adopted a Vision Zero goal.

The Emerald Coast Safety Action Plan was developed with a data driven approach along with input from stakeholders, members of the public, and a multi-disciplinary Task Force comprised of representatives from local organizations and agencies with expertise in transportation, roadway engineering, law enforcement, emergency response, equity, transit, biking, and walking.

The Bay County TPO expresses gratitude and excitement for implementation of the ECRC Safety Action Plan throughout the Bay County TPO region and rural communities. With the Safety Action Plan, communities can address the preventable crisis of deaths on our nation's roads, streets, and highways through safer people, roads, and vehicles; appropriate vehicle speeds; and improved post-crash care.

Sincerely,

Mayor Pamn Henderson, Chair  
Bay County Transportation Planning Organization

# **ENCLOSURE G**

## **ENCLOSURE G ALL COMMITTEES**

**SUBJECT:** Consideration of Resolution BAY 24-26 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 CMPP is to identify, monitor, and rate the performance of transportation facilities (roadways, bike lanes, sidewalks, and transit services) and to 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 LRTP update. The last major update was in 2020 and can be found at [www.ecrc.org/bay2045LRTP](http://www.ecrc.org/bay2045LRTP). 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 minor CMPP update reflects the accomplishments in terms of congestion mitigation expected by the TPO by evaluating performance measures and Level of Service (LOS) tables. FDOT publishes the annual LOS metrics at [D3 Level of Service](#) via interactive map and exportable tables. Performance Measures Tracking (**Appendix C**) is also updated annually as part of the minor CMPP update.

The CMPP Minor Update Report can be found at the following link:

[https://files.ecrc.org/programs/transportation\\_planning/bay\\_county\\_tpo/plans\\_and\\_documents/index.php#outer-56](https://files.ecrc.org/programs/transportation_planning/bay_county_tpo/plans_and_documents/index.php#outer-56)

**Attached is the following:**

- Resolution Bay 24-26

**RECOMMENDED ACTION:** Approval of a motion authorizing the TPO chair to sign Resolution Bay 24-26 adopting the Congestion Management Process Plan minor update. This action is recommended to provide an interim update between major updates. Please contact Ms. Jill Nobles, ECRC staff, at (850) 332-7976, ext. 212 or [jill.nobles@ecrc.org](mailto:jill.nobles@ecrc.org).

**RESOLUTION BAY 24-26**  
**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 (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 2024 Congestion Management Process Plan minor update is hereby adopted.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 9<sup>th</sup> day of December 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

**BY:** \_\_\_\_\_  
Pamn Henderson, Chair

**ATTEST:** \_\_\_\_\_

**ENCLOSURE H**

## **ENCLOSURE H**

### **TPO ONLY**

**SUBJECT:** Appointment of Bay County TPO Board Member and Alternate to the MPOAC Governing Board for Calendar Year 2025

**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 Bill Dozier, Bay County, and the alternate was Commissioner Josh Street, Panama City.

ECRC staff also travels to and participates in these meetings. Currently, ECRC CEO Kandase Lee serves on the Executive Committee as Vice-Chair of the MPO Directors. The MPOAC meets quarterly. ECRC staff will make travel and hotel arrangements and all expenses will be paid by the TPO.

**RECOMMENDED ACTION: Appointment of a TPO member and alternate to serve on the MPOAC from January 2025 – December 2025.** 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. Please contact Kandase Lee, ECRC CEO, at [kandase.lee@ecrc.org](mailto:kandase.lee@ecrc.org) if additional information is needed.

# **PRESENTATION ITEMS**

# ENCLOSURE I

## **ENCLOSURE I ALL COMMITTEES**

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

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

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** On November 1, 2024, FDOT District 3 announced the annual TA Set-Aside and the TRIP application cycles for FDOT's next 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 \(fdot.gov\)](https://www.fdot.gov/transportation-alternatives-program)

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.

Projects located within the TPO will need to be prioritized by their respective TPO. Projects located outside the TPO areas will need to be prioritized by the ECRC. FL-AL TPO TA Criteria and Supplemental Guidelines can be found at: [https://www.ecrc.org/programs/transportation\\_planning/bay\\_county\\_tpo/plans\\_and\\_documents/index.php#outer-1389](https://www.ecrc.org/programs/transportation_planning/bay_county_tpo/plans_and_documents/index.php#outer-1389).

### 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: [https://www.ecrc.org/programs/transportation\\_planning/northwest\\_florida\\_regional\\_tpo/index.php](https://www.ecrc.org/programs/transportation_planning/northwest_florida_regional_tpo/index.php).

**TA and TRIP Applications are due in FDOT's Grant Application Program (GAP) by Friday, January 17, 2025.**

**ATTACHED:**

- **FDOT TA & TRIP Flyers**

**RECOMMENDED ACTION: This is an information only item.** Please contact Jill Nobles, ECRC Staff at [jill.nobles@ecrc.org](mailto:jill.nobles@ecrc.org) or 850-332-7976 ext. 212 or Tanya Branton, FDOT Staff, at [Tanya.Branton@dot.state.fl.us](mailto:Tanya.Branton@dot.state.fl.us) if additional information is needed.



# 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.



### Where can I find more information on how to apply?

[https://www.fdot.gov/  
planning/systems/systems-  
management/tap](https://www.fdot.gov/planning/systems/systems-management/tap)

Or

[https://www.fdot.gov/  
nwflroads/planning-  
resources](https://www.fdot.gov/nwflroads/planning-resources)

### Who is eligible to participate?

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

### Contact Information

Tanya Sanders Branton  
D3 TRIP/TA Coordinator  
850.330.1550  
[Tanya.Branton@dot.state.fl.us](mailto:Tanya.Branton@dot.state.fl.us)





# 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](https://www.fdot.gov/programmanagement/lp/trip/default.shtm)

Or

[https://www.fdot.gov/  
nwflroads/planning-  
resources](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](mailto:Tanya.Branton@dot.state.fl.us)



# **PLANNING INFORMATON PACKAGE**

## **PLANNING INFORMATION ITEMS**

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 FDOT Letter

## **MEMORANDUM**

Pamn Henderson | Chairperson

Robert Carroll | Vice Chairman



DATE: August 28, 2024  
TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison  
CC: TPO, TCC, and CAC Members  
FROM: Austin Mount, CEO  
RE: TPO Actions Report – August 7, 2024

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the August 7, 2024, meeting. The Florida Department of Transportation (FDOT) has requested a copy of this report so the appropriate FDOT department directors can take appropriate action as requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

### **PLANNING ACTION ITEMS:**

#### **BIKE/PEDESTRIAN/TRAIL PLAN**

The TPO approved Resolution BAY 24-17 authorizing the ECRC/TPO to enter scope negotiations, issue a task order to a GPC for the completion of a Bike/Ped/Trail plan, and adopting the 2024 Pedestrian, Bicycle, and Trail Master Plan. This action was recommended to ensure that the plan may proceed with the update.

#### **RESOLUTION OF SUPPORT FOR SR 22**

The TPO approved for staff to draft a resolution addressing SR 22 in Callaway. Staff was directed to work with FDOT on the resolution and to send it to the Chairperson for signature. This action was recommended to address safety concerns for students and parents accessing Callaway Elementary School.

#### **TPO STAFF SERVICES**

The TPO approved a motion to retain the Emerald Coast Regional Council to staff the TPO and to not seek alternatives. This action was suggested to maintain the current planning and staffing continuity for the TPO.

### **TRANSIT ACTION ITEMS**

The TPO approved Resolution Bay 24-16 approving draft bill language for proceeding with the necessary legislative process for creation of a new independent transit authority. This action was recommended for the bill to be presented to the legislative delegation for consideration.

The next regular Bay County TPO meeting will be held on **November 6, 2024**. The TCC will meet at 11:00 a.m., the CAC at 1:30 p.m., and the TPO at 3:30 p.m. All meetings will be held at the Bay County Transit Office, 1010 Cone Ave Panama City, FL 32401.

**BAY COUNTY TRANSPORTATION TECHNICAL COORDINATING COMMITTEE**  
**EMERALD COAST REGIONAL COUNCIL (Designated staff)**  
**Bay County Transit Office**  
**1010 Cone Ave, Panama City, FL 32401**  
**August 07, 2024**

**MEMBERS IN ATTENDANCE:**

Eddie Cook, CHAIR	City of Callaway
Keith Bryant, VICE-CHAIR	Bay County
Cliff Johnson	Bay County
Johathan Hayes	City of Panama City
Matt DeVito	City of Panama City

**MEMBERS NOT IN ATTENDANCE:**

Ian Crelling	Bay County
Doug Lee	Bay County School District
Trey Kolmetz	Bay Way
Amanda Richard	City of Lynn Haven
Chris Hubbard	City of Mexico Beach
Clint Murphy	City of Panama City
Kathryn Younce	City of Panama City Beach
Susan Goebel-Canning	City of Panama City Beach
Tony Summerlin	City of Parker
John Skaggs	Naval Coastal Systems Station
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
Kaylor Collins	FDOT
Cory Wilkinson	HDR
Harrison Neilly	Transdev

**EMERALD COAST REGIONAL COUNCIL STAFF:**

Tiffany Bates  
Angela Bradley  
Howard Vanselow  
Virtual Attendance:  
Leandra Meredith  
Rae Emery  
Gary Kramer

Jill Nobles

Gina Watson

**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 stated that FDOT is kicking off the 2055 Florida Transportation Plan Update process.

**PLANNING AND TRANSIT CONSENT AGENDA:**

**1. ALL COMMITTEES - Approval of June Meeting Minutes**

**Jonathan Hayes moved to approve the June 2024 TCC Meeting Minutes. Keith Bryant seconded the motion, and it was unanimously approved.**

**PLANNING ACTION ITEMS:**

**1. ENCLOSURE A- ALL COMMITTEES - Consideration of Resolution Bay 24-17 Authorizing the ECRC/TPO to Enter Scope Negotiations, to Issue a Task Order to a GPC for the Completion of a Bike/Ped/Trail Plan, Adopting the 2024 Pedestrian, Bicycle, and Trail Master Plan – *Ms. Angela Bradley, ECRC Staff***

Angela Bradley stated that this plan will serve as a resource for the Bay County TPO and will be a major update to the TPO's current bicycle pedestrian master plan, which will include the addition of a trail element. Angela Bradley informed the board that the intent of this plan is to incorporate the improvements and Complete Streets policy into an updated Pedestrian, Bicycle, and Trail Master Plan.

**Cliff Johnson moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-17 authorizing the ECRC/TPO to enter scope negotiations, and to issue a task order to a GPC for the completion of a Bike/Ped/Trail plan. Keith Bryant seconded the motion, and it was unanimously approved.**

**2. ENCLOSURE B- TPO ONLY – Request by Bay County - *Bay County BOCC***

**PLANNING PRESENTATIONS ITEMS:**

**ENCLOSURE C - PLANNING INFORMATION ITEMS (no presentation necessary):**

1. TCC and CAC June 2024 Meeting Minutes
2. Bay TPO Actions Report – June 2024
3. 2024 Bay County TPO Meeting Schedule

**TRANSIT AGENDA**

**TRANSIT ACTION ITEMS:**

1. **ENCLOSURE D – TPO ONLY - Consideration of Resolution Bay 24-16 Approving Draft Bill Language for Proceeding with the Necessary Legislative Process for Creation of a New Independent Transit Authority - Ashley Stukey, Director Collaborative Services Department, Bay County BOCC**

**TRANSIT UPDATE**

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

**OTHER BUSINESS** – The next Bay TPO meeting will be held on November 6th, 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**

*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.*

**BAY COUNTY TRANSPORTATION CITIZENS' ADVISORY COMMITTEE**  
**EMERALD COAST REGIONAL COUNCIL (Designated staff)**  
**Bay County Transit Office**  
**1010 Cone Ave, Panama City, FL 32401**  
**August 07, 2024**

**MEMBERS IN ATTENDANCE:**

Ali C. Frohlic, CHAIR	Panama City Beach
Walter R. Akins	Panama City
Paul Bohac	Callaway
Larry Messinger	Panama City Beach
Jo Ann M. Stone	Panama City Beach

**MEMBERS NOT IN ATTENDANCE:**

James Pretlow, VICE-CHAIR	Panama City Beach
Wilda Hodge	Panama City
Marty Kirkland	Panama City
Stanley Parron	Lynn Haven
Thomas Robinson, MD	Panama City Beach
Patty J. Strohmenger	Panama City
Robert Waddell	Lynn Haven
Robert Wood	Panama City Beach
Guy York	Panama City
Brandy Mankin	Panama City

**OTHERS IN ATTENDANCE:**

Bryant Paulk	FDOT
Kaylor Collins	FDOT
Cory Wilkinson	HDR
Harrison Neilly	Transdev

**EMERALD COAST REGIONAL COUNCIL STAFF:**

Austin Mount  
Tiffany Bates  
Angela Bradley  
Howard Vanselow  
Virtual Attendance:  
Leandra Meredith  
Rae Emery  
Gary Kramer  
Jill Nobles  
Gina Watson

**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 stated that FDOT is kicking off the 2055 Florida Transportation Plan Update process.

Chairperson Frohlic asked for an update on the flyover. Bryant Paulk stated that FDOT is waiting on the contractor to address the corrective issue with the concrete failure that occurred during construction. Bryant Paulk stated that he spoke to the operations director last week and they are working to make those improvements. The project should be wrapped up within the next 60 days.

**PLANNING AND TRANSIT CONSENT AGENDA:**

**1. ALL COMMITTEES - Approval of June Meeting Minutes**

**Jo Ann M. Stone moved to approve the June 2024 CACC meeting minutes. Walter Akins seconded the motion, and it was unanimously approved.**

**PLANNING ACTION ITEMS:**

**1. ENCLOSURE A- ALL COMMITTEES - Consideration of Resolution Bay 24-17 Authorizing the ECRC/TPO to Enter Scope Negotiations, to Issue a Task Order to a GPC for the Completion of a Bike/Ped/Trail Plan, Adopting the 2024 Pedestrian, Bicycle, and Trail Master Plan – *Ms. Angela Bradley, ECRC Staff***

Angela Bradley stated that this plan will serve as a resource for the Bay County TPO and will be a major update to the TPO's current bicycle pedestrian master plan, and will include the addition of a trail element. Angela Bradley informed the committee that the intent of this plan is to incorporate the improvements and Complete Streets policy into an updated Pedestrian, Bicycle, and Trail Master Plan.

**Jo Ann M. Stone moved to recommend the TPO authorize the TPO chairman to sign Resolution Bay 24-17 authorizing the ECRC/TPO to enter scope negotiations, to issue a task order to a GPC for the completion of a Bike/Ped/Trail plan. Walter Akins seconded the motion, and it was unanimously approved.**

## **2. ENCLOSURE B- TPO ONLY – Request by Bay County - *Bay County BOCC***

### **PLANNING PRESENTATIONS ITEMS:**

#### **ENCLOSURE C - PLANNING INFORMATION ITEMS (no presentation necessary):**

1. TCC and CAC June 2024 Meeting Minutes
2. Bay TPO Actions Report – June 2024
3. 2024 Bay County TPO Meeting Schedule

### **TRANSIT AGENDA**

#### **TRANSIT ACTION ITEMS:**

1. **ENCLOSURE D – TPO ONLY - Consideration of Resolution Bay 24-16 Approving Draft Bill Language for Proceeding with the Necessary Legislative Process for Creation of a New Independent Transit Authority - *Ashley Stukey, Director Collaborative Services Department, Bay County BOCC***

### **TRANSIT UPDATE**

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

### **OTHER BUSINESS –**

Paul Bohac discussed his concerns of autonomous safety devices being installed in automobiles, stating that they do not recognize motorcycles. Paul Bohac stated that these autonomous safety devices, which will become increasingly prevalent in new automobiles, will not provide the level of safety for motorcyclists that they will for other automobile drivers. Paul Bohac asked that the CAC/TPO make safety training for motorcyclist and motorcycle awareness a priority. Paul Bohac asked the CAC to support such efforts.

The next Bay TPO meeting will be held on November 6th, 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**

*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.*

December 22, 2023

The Honorable Pamn Henderson, Chairwoman  
Bay County Transportation Planning Organization  
Emerald Coast Regional Council  
Post Office Box 11399  
Pensacola, Florida 32524

Dear Chairwoman Henderson:

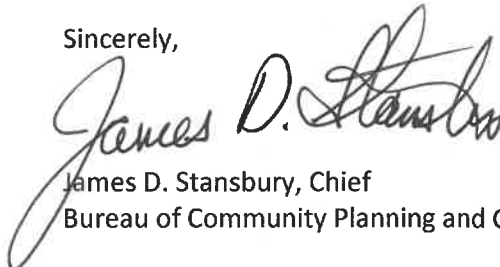
Thank you for submitting the Bay County Transportation Planning Organization (TPO) Transportation Improvement Program (TIP) for fiscal years 2023/2024 through 2027/2028. In accordance with Section 339.175(8)(g), Florida Statutes, the Florida Department of Commerce (FloridaCommerce) reviews each TPO's annual TIP for consistency with the comprehensive plans of affected local governments for the purpose of identifying projects that are inconsistent with those plans.

Consistency of the TIP with local government comprehensive plans is important: transportation projects developed with federal aid require consistency with local plans to the extent feasible; and inclusion of TIP projects in local government comprehensive plans serves as an acknowledgement of those local governments' support for the projects.

Our review of the Bay County TPO TIP indicates that it is consistent with the comprehensive plans for each of the TPO's member local governments.

We appreciate your ongoing efforts to coordinate with your member local governments to ensure that the transportation projects in your TIP are consistent with local government comprehensive plans. Should you have any questions concerning this determination or the review process, please contact Matt Preston, Planning Analyst, by telephone at (850) 717-8490, or by email at [matt.preston@commerce.fl.gov](mailto:matt.preston@commerce.fl.gov).

Sincerely,



James D. Stansbury, Chief  
Bureau of Community Planning and Growth

JDS/mp

cc: Austin Mount, Chief Executive Officer, Bay County Transportation Planning Organization



Pamn Henderson  
Chair

Robert Carroll  
Vice Chair

P.O. Box 11399 • 32524-1399 Pensacola, FL  
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • [www.ecrc.org](http://www.ecrc.org)

## **MEETING NOTICE**

**MEETING DATE:** Wednesday, February 21, 2024  
**FROM:** Jill Nobles, TPO Staff  
**RE:** **Transportation Alternatives (TA) Set-Aside Application Review Workshop**

The Bay County Transportation Planning Organizations has scheduled a meeting for the TA Set-Aside Application Review Workshop for **Wednesday, February 21, 2024, at 11:00 a.m. via GoToMeeting.**

### **Agenda**

- A. **Introductions and Welcome** – Angela Bradley, TPO Staff
- B. **Overview of TA Program** – Angela Bradley, TPO Staff
- C. **Review of Submitted TA Applications** – Angela Bradley, TPO Staff
- D. **Discussion**– All
- E. **Adjourn**

Meeting access via computer, table, or smartphone:  
<https://meet.goto.com/ECRC-PensacolaConference>

Meeting access via phone:  
1 (646) 749-3122  
Access Code: 860-454-141



Pamn Henderson  
Chair  
Robert Carroll  
Vice Chair

P.O. Box 11399 • 32524-1399 Pensacola, FL • Street Address: 418 E Gregory Street-Ste 100 • 32502  
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • [www.ecrc.org](http://www.ecrc.org)

October 14, 2024

Mr. Mark Brock, Transportation Planning Manager  
FDOT District 3 Planning  
P. O. Box 607  
Chipley FL 32428-0607

Dear Mr. Brock:

RE: Modification to the FY 2025-2029 Transportation Improvement Program (TIP)

The FY 25-29 TIP has modified to reflect the project funding increase for the following project based upon a review by FDOT.

Project ID 2178385 SR 30A (Panama City Beach Parkway) from East of Richard Jackson Boulevard to Hathway Bridge Capacity Project increase in ROW Costs in FY 2024/25 in the amount of \$26,292,046.

The modified TIP page is attached. If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org).

With Sincere Appreciation,

A handwritten signature in blue ink, appearing to read "Austin Mount".

Austin Mount  
Chief Executive Officer

Attachment:

1. Modified FY 2025-2029 TIP Page

Copies to:

Bryant Paulk – Milton Operations Center  
Kaylor Collins, FDOT District 3  
Aleah Smith, FDOT District 3





Pamn Henderson  
Chair  
Robert Carroll  
Vice Chair

P.O. Box 11399 • 32524-1399 Pensacola, FL • Street Address: 418 E Gregory Street-Ste 100 • 32502  
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • [www.ecrc.org](http://www.ecrc.org)

October 14, 2024

Mr. Mark Brock, Transportation Planning Manager  
FDOT District 3 Planning  
P. O. Box 607  
Chipley FL 32428-0607

Dear Mr. Brock:

RE: Modification to the FY 2025-2029 Transportation Improvement Program (TIP)

The FY 25-29 TIP has modified to reflect the project funding increase for the following project based upon a review by FDOT.

Project ID 2178752 SR 390 from SR 368 (23<sup>rd</sup> Street) to East of CR 2313 (Baldwin Road) Capacity Project increase in ROW Costs in FY 2024/25 in the amount of \$2,850,799.

The modified TIP page is attached. If you have any questions, please contact Mr. Gary Kramer at 1-800-226-8914, ext 219, or [gary.kramer@ecrc.org](mailto:gary.kramer@ecrc.org).

With Sincere Appreciation,

A handwritten signature in blue ink, appearing to read "Austin Mount".

Austin Mount  
Chief Executive Officer

Attachment:

1. Modified FY 2025-2029 TIP Page

Copies to:

Bryant Paulk – Milton Operations Center  
Kaylor Collins, FDOT District 3  
Aleah Smith, FDOT District 3

2178752 - SR 390



**From:** SR368 23RD ST  
**To:** E of CR2313 BALDWIN RD  
**Section:** 2 - Capacity  
**Work Summary:** ADD LANES & RECONSTRUCT  
**Lead Agency:** FDOT

**Length:** 3.305 MI  
**LRTP #:** Final Report p. 6-2

Phase	Fund Source	2024/25	2025/26	2026/27	2027/28	2028/29	Total
ROW	GMR	2,113,683	0	0	0	0	2,113,683
ROW	SIWR	737,116	0	0	0	0	737,116
Total		2,850,799	0	0	0	0	2,850,799

Prior Cost <2025: 0

Future Cost >2030: 0

Total Project Cost: 2,850,799

Project Description: Widening of SR 390 from SR 368 (23rd Street) to East of CR 2313 (Baldwin Road) to 6 lanes.

---

**From:** Vickery, Greg <[Greg.Vickery@dot.state.fl.us](mailto:Greg.Vickery@dot.state.fl.us)>

**Sent:** Wednesday, October 23, 2024 11:55 AM

**To:** PAMN-HENDERSON <[mayor@cityofcallaway.com](mailto:mayor@cityofcallaway.com)>

**Subject:** Safety Study and Capacity Project on SR 22 | CRM-D3-2024-441

**CAUTION:** This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Florida Department of Transportation  
District Three Administration Building  
Office of the District Secretary  
Post Office Box 607  
Chipley, Florida 32428-0607

October 23, 2024

The Honorable Pamn Henderson, TPO Chairperson  
Bay County Transportation Planning Organization  
Post Office Box 11399  
Pensacola, Florida 32524-1399

**Subject: Safety Study and Capacity Project on SR 22**

Dear Chairperson Henderson:

Thank you for the recent requests you made regarding safety and capacity improvements in the vicinity of Callaway Elementary School and along SR 22.

In response, it has been determined that FDOT will be moving forward with a comprehensive safety study that will focus on Star Avenue and SR 22, particularly in the area surrounding Callaway Elementary School. The study will aim to identify any safety concerns and potential improvements that could better protect both the students and the broader community.

In addition, I acknowledge the TPO's emphasis on advancing the capacity project along SR 22. We understand the importance of this project to the local community and the TPO's broader transportation goals. While securing funding for such projects is always a complex process, please be assured that FDOT remains committed to exploring and pursuing every available funding opportunity. We will continue working on this front and keep you updated on any developments or potential funding sources that may become available.

If you have any additional input or concerns regarding either the safety study or the capacity project, I would be happy to discuss them further.

Thank you for your continued partnership and support. We look forward to working together on these important initiatives.

Sincerely,

/s/ Phillip Gainer

Phillip Gainer, P.E.  
District Secretary

TS/KT/gv



**Pamn Henderson**  
Chair

**Robert Carroll**  
Vice Chair

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P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • [www.ecrc.org](http://www.ecrc.org)**

September 10, 2024

Secretary Phillip Gainer  
Florida Department of Transportation  
District 3 Highway 90 East  
Chipley, Florida 32428-0607

RE: Callaway Elementary School Safety Concerns/SR22 Capacity Improvements

Dear Secretary Gainer:

At the August Bay TPO meeting Mr. Mark McQueen, Bay County Superintendent of Schools, brought to our attention significant concerns related to student safety and traffic congestion along SR 22 in the vicinity of Callaway Elementary School. The School Board concerns have been summarized below.

- There has been tremendous growth in both Callaway and Callaway Elementary School. Nearly 600 students now attend the school. The school has improved from a D School to an A school in just two years. As housing growth in the area continues to increase, the school's improved grade will undoubtedly attract additional students.
- Due to budget limitations students living within two miles of the school are no longer provided bus services. This has increased the number of parent/guardian drop offs, which has contributed greatly to the safety issues and congestion along the SR22 corridor.
- Despite guidance to drop students off on school property many parents/guardians are choosing to drop their student off along SR22 right of way. In many cases this requires the student to cross the highway during this busy time of day which places an additional burden on both School Employees and Law Enforcement as they attempt to provide a safe environment beyond the school property.

- The SR22 corridor has been the top roadway capacity priority for the Bay TPO for more than 10 years. Unfortunately, this corridor remains unfunded for right of way acquisition and construction. Interim safety improvements are needed at the school's location until the SR22 capacity project can provide the more long-term improvements that are so desperately needed.
- The School Board encourages the Department to consider all potential pedestrian and cyclist improvements as part of the capacity project. Improvements such as a pedestrian overpass at the school and appropriate sidewalks and bike lanes are features that would greatly increase the safety for the students.

The Bay TPO respectfully requests a safety analysis in the vicinity of Callaway Elementary School, with considerations for both SR22 and Star Avenue. The School Board, City of Callaway and Bay County understand the solutions to improve the safety of the students may require coordination and improvements beyond the SR22 corridor. To that end, the TPO supports the prioritization of interim improvements identified in a future safety analysis in our annual project priority list.

Capacity improvements on SR22 from Tyndall Parkway to Star Avenue remain the top roadway priority for the Bay TPO. Last year a letter was sent requesting the Department look at opportunities to begin acquiring the necessary right of way along SR22. The Board specifically inquired about the possibility of incremental right of way acquisition, understanding the difficulty in programming the total right way estimate during a single Work Program development cycle. We are again requesting the Department consider this request, or any other opportunities that would advance the capacity improvements for this corridor.

Sincerely,

  
Pam Henderson,  
TPO Chairperson

CC: Robert Carroll, Vice Chairperson  
Austin Mount, CEO  
Bryant Paulk, FDOT District III, Urban Liaison

## RESOLUTION BAY 24-22

### A RESOLUTION OF THE BAY COUNTY TRANSPORTATION PLANNING ORGANIZATION REQUESTING ASSISTANCE FOR SR 22 CORRIDOR IMPROVEMENTS

---

**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 SR22 corridor has been the top roadway capacity priority for the Bay TPO for more than 10 years; and

**WHEREAS**, The School Board encourages the Department to consider all potential pedestrian and cyclist improvements as part of the capacity project. Improvements such as a pedestrian overpass at the school and appropriate sidewalks and bike lanes are features that would greatly increase the safety for the students.; and

**WHEREAS**, The Bay TPO respectfully requests a safety analysis in the vicinity of Callaway Elementary School, with considerations for both SR22 and Star Avenue. The School Board, City of Callaway and Bay County understand the solutions to improve the safety of the students may require coordination and improvements beyond the SR22 corridor. Thus, the TPO supports the prioritization of interim improvements identified in a future safety analysis in our annual project priority list; and

**WHEREAS**, Last year a letter was sent requesting the Department look at opportunities to begin acquiring the necessary right of way along SR22 from Tyndall Parkway to Star Avenue. The Board specifically inquired about the possibility of incremental right of way acquisition, understanding the difficulty in programming the total right way estimate during a single Work Program development cycle. We are again requesting the Department consider this request, or any other opportunities that would advance the capacity improvements for this corridor.

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

The TPO requests any additional assistance that would advance these SR 22 corridor improvements.

Passed and duly adopted by the Bay County Transportation Planning Organization on this 7<sup>th</sup> day of August 2024.

**BAY COUNTY TRANSPORTATION  
PLANNING ORGANIZATION**

BY:   
Pamn Henderson, Chairperson

ATTEST:



# **TRANSIT PRESENTATION ITEMS**

**ENCLOSURE J**

**ENCLOSURE J**  
**TPO ONLY**

**SUBJECT:** FY2024 Transit Productivity and Performance Measures Report

**ORIGIN OF SUBJECT:** Bay County Board of County Commissioners, Transit Division

**LOCAL GOVERNMENT ACTION NEEDED:** None

**BACKGROUND:** On July 1, 2024, Section 341.071, F.S., was amended to include the requirement of transit productivity and performance measures; reports, by adding subsection (4)(a). This new provision requires public transit providers to disclose certain information and documentation relating to its budgeted and general administrative costs. As a recipient of state funds Bayway is required to submit to the Florida Department of Transportation (FDOT) a report certifying to the transit productivity and performance measures described in Exhibit 1, on an annual basis.

**Attached is the following:**

- Transit Productivity and Performance Measures Report

**RECOMMENDED ACTION: This item is for information only.** Please contact Lamar Hobbs, Bay County Board of County Commissioners, at 850-248-8161 or [lhobbs@baycountyfl.gov](mailto:lhobbs@baycountyfl.gov), if additional information is needed.



STATE OF FLORIDA DEPARTMENT OF TRANSPORTATION  
**CERTIFICATION OF COMPLIANCE**

For  
PUBLIC-SECTOR BUS TRANSIT SYSTEMS  
(Certifying compliance with F.S. 341.071)  
To  
Florida Department of Transportation

**This Certifies year 2024.**

**Date: November 15, 2024**

**Transit System: Bayway**

**Address: 1010 Cone Avenue Panama City, Florida 32401**

In accordance with Florida Statue 341.071, the Bus Transit System named above, hereby certifies to the following:

**1. Administrative cost being above/below state average.**

Bayway certifies that our ratio of administrative cost to operating cost for FY2023 is 26.85% and is above the state Tier 2 average of 20.77% plus 20%, which is 24.93%.

**2. Executive management-level employees' total compensation package.**

The Bay County Board of County Commissioners is responsible for the operations of Bayway and has one executive level employee assigned the responsibility of managing the Transit Division.

- Transit Program Administrator, Total Annual Comensation \$121,411.81

**3. Ridership performance and metrics based on the most recent closed-out NTD data.**

Fixed Route	2023	Demand Respnse	2023
Passenger Trips	348,607	Passenger Trips	49,793
Revenue Miles	482,464	Revenue Miles	301,575
Total Operating Expense	\$3,421,179	Total Operating Expense	\$1,759,706
Vehicles Operating in Maximum Service	12	Vehicles Operating in Maximum Service	20
Operating Revenue	\$367,354	Operating Revenue	\$57,204
Revenue Miles between Vehicle System Failures	53,607	Revenue Miles between Vehicle System Failures	37,697
Base Fare	\$1.50	Base Fare	N/A
Days/Hours Service Avaliable	Mon-Sat 6AM – 8 PM	Days/Hours Service Avaliable	Mon-Sat 6 AM – 6 PM
Operating Expense per Passenger Trip	\$9.81	Operating Expense per Passenger Trip	\$35.34

**4. Gifts, as defined in s. 112.312, accepted in exchange for contracts.**

None

Signature:

Name:

Lamar Hobbs

Title:

Transit Program Administrator

1010 Cone Avenue  
Panama City, Florida 32401

(850) 769-0557

BaywayTransit.org

# TRANSIT UPDATE

# LEGAL UPDATE

# ADJOURNMENT