

Nathan Boyles
Chair

Anthony Vallee
Vice Chair

P.O. Box 11399 • 32524-1399 Pensacola, FL
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**MEETING OF THE OKALOOSA-WALTON
TRANSPORTATION PLANNING ORGANIZATION**

Thursday, June 20, 3:00 p.m.

**Citizens' Advisory Committee (CAC) – 9:30 a.m.
Technical Coordinating Committee (TCC) – 1:30 p.m.**

**Okaloosa Administration Building
1250 N. Eglin Parkway, Shalimar, FL 32579**

CALL TO ORDER/PLEDGE – *Chair Nathan Boyles*

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:

Only in-person participants will be able to speak during the public forum portion of the meeting. Please obtain a speaker request form from ECRC staff. Speakers are asked to limit their remarks to three (3) minutes. Community members participating via phone will be muted during the meeting and are only able to listen. Comments can be provided in the chat box, digital comment form, by email, or by phone.

FDOT UPDATE:

1. **FDOT Update** - *Bryant Paulk, AICP, or Christy Johnson, AICP, Florida Department of Transportation (FDOT) Urban Liaisons*

ECRC:

1. **ENCLOSURE A - TPO ONLY** - *ECRC Executive Committee Report – ECRC Executive Committee*

CONSENT AGENDA:

1. **ALL COMMITTEES:** Approval of April 2024 Meeting Minutes



Okaloosa-Walton TPO
Staffed by the Emerald Coast Regional Council

2. **ENCLOSURE B** - Consideration of the Membership Certification for the Okaloosa County and Walton County Transportation Disadvantaged Coordinating Boards - *Howard Vanselow, ECRC Staff*

ACTION ITEMS:

1. **ENCLOSURE C - ALL COMMITTEES – ROLL CALL VOTE** - Consideration of Resolution O-W 24-10 Amending the FY 2024-2028 Transportation Improvement Program (TIP) for SR 85 at Jones Road Outfall Repair Project in FY 2024/2025 for a total cost of \$593,001 – *Bryant Paulk, AICP, FDOT*
2. **ENCLOSURE D - ALL COMMITTEES – ROLL CALL VOTE** - Consideration of Resolution O-W 24-09 Adopting the Okaloosa-Walton TPO FY 2025-2029 Transportation Improvement Program (TIP) – *Gary Kramer, ECRC Staff*
3. **ENCLOSURE E - ALL COMMITTEES - ROLL CALL VOTE** – Consideration of Resolution O-W 24-11 Adopting the Okaloosa-Walton TPO FY 2026-2030 Project Priorities – *Jill Nobles, ECRC Staff*
4. **ENCLOSURE F - ALL COMMITTEES** – Request to Proceed with Amending the Okaloosa-Walton 2045 Long Range Transportation Plan to Include (1) Forest Road, (2) SR 85, (3) SR 20 at Government Avenue Intersection, (4) Cedar Avenue, (5) Palm Boulevard, (6) Crossings Boulevard Connector, and (7) Bayshore Drive in the Needs Plan - *Jill Nobles, ECRC Staff*
5. **ENCLOSURE G – CAC AND TPO ONLY** – Approval of CAC Application for Mr. Neil O'Connell – *Leandra Meredith, ECRC Staff*
6. **ENCLOSURE H – ALL COMMITTEES** – Consideration of Resolution O-W 24-07 Amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws - *Vice Chair Anthony Vallee, Committee Chair*
7. **ENCLOSURE I – ALL COMMITTEES** - Nomination and Election of TPO Board, TCC, and CAC Chair and Vice Chair for FY 2025

PRESENTATIONS:

1. **ENCLOSURE J - ALL COMMITTEES** – Emerald Coast Safety Action Plan for the Safe Streets for All (SS4A) Grant Update – *Jared Schneider, Kimley-Horn*
2. **ENCLOSURE K – ALL COMMITTEES** – Smart Regions Master Plan Update – *Terry Shaw, P.E., Kimley- Horn*

ENCLOSURE L - INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC April 2024 Meeting Minutes
2. O-W TPO April 2024 Actions Report
3. Letter from FDOT RE: Designation of Okaloosa County for 5307 Grant
4. Letter from Niceville/Valparaiso Chamber of Commerce
5. Letter of Support to FDOT for Around the Mound project
6. Letter of Support to FDOT for Destin Crosstown Connector
7. Letter of Support for PPPP Prioritization Grant
8. 2024 O-W TPO Meeting Schedule

OTHER BUSINESS: The next O-W TPO meeting IS **TENTATIVELY SCHEDULED FOR August 8, 2024, at 3:00 p.m.** The CAC will **tentatively** meet at 9:30 a.m. and the TCC will **tentatively** meet at 1:30 p.m. **The location is to be determined.**

ADJOURNMENT:

Stay up to date with TPO events and activities on Facebook:

www.facebook.com/EmeraldCoastRegionalCouncil or by subscribing to the Okaloosa-Walton TPO Interested Parties list: <http://eepurl.com/dqlsyH>

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability, or family status. Reasonable accommodations for access will be made in accordance with the American with Disabilities Act and for languages other than English. Please notify ECRC Public Involvement of any special requirements or requests at publicinvolvement@ecrc.org or email Leandra Meredith at 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) 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

ENCLOSURE A

ENCLOSURE A
TPO ONLY

SUBJECT: ECRC Executive Committee Report

ORIGIN OF SUBJECT: April O-W TPO Meeting

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: At the April 18th Okaloosa Walton TPO meeting, a resolution was added to the agenda which requested a report of the ECRC into the February event.

The ECRC executive committee will attend and provide a report to the O-W TPO board as requested in the resolution. ECRC executive committee members will provide details and discussion at the meeting.

RECOMMENDED ACTION: No action is recommended for this item.

CONSENT AGENDA

OKALOOSA – WALTON TRANSPORTATION PLANNING ORGANIZATION
MEETING MINUTES
Okaloosa Administration Building 1250 N. Eglin Parkway, Shalimar, FL 32579
April 18, 2024

MEMBERS IN ATTENDANCE:

Nathan Boyles, CHAIR	Okaloosa County Commission
Anthony Vallee, VICE-CHAIR	DeFuniak Springs
J.B. Whitten	Crestview
Joe Blocker	Crestview
Andrew Rencich	Crestview
Bobby Wagner	Destin
Teresa Hebert	Destin (Alternate)
Dick Rynearson	Fort Walton Beach
Tracey Dickey	Freeport
Bill Schaetzle	Niceville
Carolyn Ketchel	Okaloosa County Commission
Mel Ponder	Okaloosa County Commission
Paul Mixon	Okaloosa County Commission
Donna Johns	Walton County Commission
Danny Glidewell	Walton County Commission
William "Boots" McCormick	Walton County Commission

MEMBERS NOT IN ATTENDANCE:

Torey Geile	Destin
Travis Smith	Fort Walton Beach
April Sutton	Mary Esther
James T. Wood	Mid-bay Bridge Authority
Christine Wasdin	Valparaiso

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Cory Wilkinson	HDR
Scott Davidson	Hurlburt Field
Christy Johns	FDOT
Douglas Capps	Crestview
April Rencich	Crestview
Kristen Ward	Hurlburt Field
Samantha Graves	City of Freeport
Samantha Cutsinger	Okaloosa County
Gloria DeBerry	Fort Walton Beach
Bobby Nabors	Fort Walton Beach
Jim Bagby	FL-House Dist. 1

O-W TPO Meeting Minutes

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Mrs. JB Whitten	Citizen
Randy Showers	Okaloosa County
Matt Vera	Hurlburt Field
Judy Lorenz	Okaloosa County
Allison Sullivan	Okaloosa County
Jeff Cozadd	City of Destin
Kristen Schell	Niceville
Latilda Hughes-Neel	Freeport
Jack Kiger	Eglin Airforce Base
Stephen Sharon	Walton County
Mike Martin	City of Freeport
Dana McIntyre	Eglin Airforce Base
Colby Cleveland	FDOT
Dustin Castells	FDOT
Jared Kirkland	FDOT
Lynn Hoshihara	Okaloosa County
<u>Virtual Attendance</u>	
Bruce Barnhart	Citizen
Kasey Cuchens	ECRC Chair
Leigh Moore	Scenic Walton
Olen Pettis	FDOT
Scott Brannon	Walton County

EMERALD COAST REGIONAL COUNCIL STAFF:

Austin Mount
Mary Beth Washnock
Tiffany Bates
Leandra Meredith
Angela Bradley
Gary Kramer
Jill Nobles
Katie Fults
Tammy Neal
Virtual Attendance
Gabrielle McVoy
Jill Strickler
Gina Watson

CALL TO ORDER/PLEDGE

Chairperson Boyles called the meeting to order, and the pledge was recited.

APPROVAL OF AGENDA

Chair Boyles asked to add Resolution OW 24-08 to the agenda for discussion.

Councilman Blocker moved to approve the agenda as amended. Commissioner Ketchel seconded the motion, and it was unanimously approved.

HURLBURT FIELD TRAFFIC UPDATE

Colonel Kristen Wood, Hurlburt Field, addressed the board about how traffic is impacting Hurlburt Field. Colonel Wood discussed the mission impact and why it is significant for Hurlburt Field. Colonel Wood discussed the three missions of Hurlburt Field within the special operations wing, campaigning against great power operations, contingency operations, and crisis response missions.

Colonel Wood discussed the crisis response mission and the importance of the efficient movement of traffic. Colonel Wood stated that Hurlburt Field members can be called out at a moment's notice to support a soft ground element to either save Americans from bad places or kill bad guys that are threatening Americans. Colonel Wood stated that the concern with traffic is that they need to be able to get forces out to Hurlburt Field to generate aircraft, to marshal cargo, to process personnel, and to get them out the door and off the ramp in a speedy fashion. Colonel Wood discussed the traffic on Highway 98 and how it is a major concern. Colonel Wood stated that Hurlburt Field wants to help be part of the solution and is willing to do what they need to support traffic relief on Highway 98.

Councilman Vallee discussed traffic issues on State Roads 285 and 85 and requested that FDOT conduct a study on bottle necks on the corridor and possible solutions. Bryant Paulk stated that there were several studies already in the works in the region.

Jim Bagby, the District Director for Congressman Gaetz, spoke regarding the congressman's concerns with traffic and affordable housing, specifically as it affects Hurlburt Field. Jim Bagby recommended asking staff to come back to the board and give an update on all the current projects and plans.

Councilman Vallee moved to have staff identify any bottlenecks in the O-W TPO corridor and to have staff bring back opportunities for relief and information about projects already in development. Councilmember Blocker seconded the motion, and it was unanimously approved.

PUBLIC FORUM:

Bobby Nabors spoke in support of the "Around the Mound" project.

Fort Walton Beach Councilmember Gloria Debary spoke in support of the "Around the Mound" project and stated at the last City Council meeting the city pledged \$100,000 to keep the project moving forward.

Ted Corcoran also spoke in support of the "Around the Mound" project. Ted Corcoran stated that this will be a generational project that board members will remember for the rest of their lives.

ADD ON ITEM:

Chair Boyles presented a resolution for the board to consider, stating that as a result of recent information coming from a Santa Rosa media outlet and more to come, the resolution was necessary to make crystal clear the position of the TPO. Board members expressed their concerns with a walk on item. Board members also expressed concerns with the costs of the February event. There was discussion about whether the ECRC CEO exceeded spending authority. Austin Mount stated much of the information in the media release was inaccurate and the board will be provided facts. Chair Boyles stated this resolution was necessary due to poor judgment on the ECRC CEO. Mayor Rynearson stated that he felt the resolution was premature and that the ECRC executive board has been tasked to produce the expenditures in detail at the next ECRC board meeting. Austin Mount stated that ECRC is going to provide a full report on all inquiries.

Commissioner Mixon moved to authorize the chair to sign the presented resolution (named Resolution O-W 24-08) as presented. Commissioner Ketchel seconded the motion, and it was approved with Mayor Rynearson and Commissioner Vallee opposed.

FDOT UPDATES:

Bryant Paulk updated the board on the Brooks Bridge project and the impact it had on spring break traffic. Bryant Paulk stated that FDOT discussed ways to handle the traffic issues on future busy days.

CONSENT AGENDA:

- 1. ALL COMMITTEES: Approval of February 2024 Meeting Minutes**
- 2. ENCLOSURE A – Consideration of Resolution O-W 24-04 Adopting the Fiscal Year (FY) 2025 – FY 2026 Okaloosa-Walton Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP)**
- 3. ENCLOSURE B – Consideration of Resolution O-W 24-06 Issuing a Letter of Support for Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application**

Mayor Wagner moved to approve the consent agenda items. Commissioner Ketchel seconded the motion, and it was unanimously approved.

ACTION ITEMS:

- 1. ENCLOSURE C - ALL COMMITTEES – ROLL CALL VOTE Consideration of Resolution O-W 24-05 Amending the Okaloosa-Walton 2045 Long Range Transportation Plan to Include (1) Destin Cross-Town Connector in the Cost Feasible Plan, (2) West 98 Collector in the Needs Plan, (3) JW Hollington Connector Road in the Needs Plan, (4) Mack Bayou to Sandestin Lane Connector Road in the Needs Plan, (5) CR 3280 Extension in the Needs Plan, and (6) Freeport Waterfront Improvements in the Needs Plan – *Jill Nobles, ECRC Staff***

Jill Nobles presented the recommended LRTP amendments.

Commissioner Ketchel moved to authorize the TPO chair to sign Resolution O-W 24-05 amending OW 2045 LRTP to include (1) Destin Cross-Town Connector in the Cost Feasible Plan, (2) West 98 Collector in the Needs Plan, (3) JW Hollington Connector Road in the Needs Plan, (4) Mack Bayou to Sandestin Lane Connector Road in the Needs Plan, (5) CR 3280 Extension in the Needs Plan, and (6) Freeport Waterfront Improvements in the Needs Plan. Councilmember Hebert seconded the motion.

Roll Call Vote

Commissioner Boyles	Yes
Commissioner Vallee	Yes
Mayor Whitten	Yes
Councilmember Blocker	Yes
Councilmember Rencich	Yes
Councilmember Herbert	Yes
Mayor Wagner	Yes
Mayor Rynearson	Yes
Councilmember Dickey	Yes
Councilmember Schaetzle	Yes
Commissioner Ketchel	Yes
Commissioner Ponder	Yes
Commissioner Mixon	Yes
Commissioner Johns	Yes
Commissioner Glidewell	Yes
Commissioner McCormick	Yes

The motion was unanimously approved.

2. ENCLOSURE D - ALL COMMITTEES – Consideration of Resolution O-W 24-03 Adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program– *Jill Nobles, ECRC Staff*

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

Commissioner Mixon moved to authorize the TPO chair to sign Resolution O-W 24-03 adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program. Commissioner Vallee seconded the motion, and it was unanimously approved.

3. ENCLOSURE E - ALL COMMITTEES – Consideration of Approval of Letter of Support for Fort Walton Beach “Around the Mound” Project – *Austin Mount, ECRC Staff*

Austin Mount presented a letter of support for the Fort Walton Beach “Around the Mound” project design. This action was recommended to communicate the TPO board’s endorsement of a local cost share/pledge towards the proposed project.

Councilmember Herbert moved to authorize the TPO chair to sign a letter of support for the Fort Walton Beach “Around the Mound” project. Commissioner Vallee seconded the motion, and it was unanimously approved.

4. ENCLOSURE F - ALL COMMITTEES – Consideration of Approval of Letter of Support for Destin Crosstown Connector- *Austin Mount, ECRC Staff*

Austin Mount presented a letter of support for the City of Destin’s Crosstown Connector. This action was recommended to communicate the TPO board’s endorsement of a local cost share/pledge towards the proposed project.

Commissioner Ponder moved to authorize the TPO chair to sign a letter of support for the Destin Crosstown Connector. Mayor Ryneerson seconded the motion, and it was unanimously approved.

5. ENCLOSURE G – ALL COMMITTEES – Consideration of Resolution O-W 24-07 Amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws – Austin Mount, ECRC Staff

Austin Mount presented the recommended changes to the O-W TPO and advisory committees' bylaws. The most recent update was a change to the TPO's quorum requirement, and it occurred on January 13, 2021. The board discussed tabling the bylaws and having a committee look them over to make recommendations before the next meeting. The chair requested volunteers to serve on a committee to meet prior to the June meeting. The volunteers were: Councilmember/Vice-Chair Anthony Vallee, Mayor Bobby Wagner, Councilwoman Teresa Hebert, Commissioner Paul Mixon, and Commissioner Boots McCormick. There was discussion about the CAC appointees. Austin Mount clarified that the bylaws stated that board members have full jurisdictional appointments.

Commissioner Mixon moved to table taking action on Resolution O-W 24-07 amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws and to authorize the chair to appoint a subcommittee to review. Mayor Rynearson seconded the motion, and it was unanimously approved. The volunteers consisted of Councilmember Vallee, and volunteers Mayor Wagner, Councilmember Hebert, Commissioner Mixon, and Commissioner McCormick, to review recommended bylaw changes prior to the next O-W TPO meeting.

PRESENTATIONS:

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

Terry Shaw presented the Smart Regions Master Plan.

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

Angela Bradley presented the FGT presentation and stated that the original prioritization of regional trails was completed by the Council and provided to the Department of Transportation in March 2016. At the time, only seven regional trails were identified within the Florida Greenways and Trails System (FGTS). Currently, there are 14 regional trails identified within the FGTS. Because of the additional statutory language, the Council will be developing a prioritized/reprioritized list of the current regional trails. Angela Bradley informed the board that ECRC presented two proposed trail projects to be ranked by the Florida Greenways and Trails Council on March 27, 2024. The Great Northwest Coast Connector and the US 90 Trail Corridor.

- 3. ENCLOSURE J - ALL COMMITTEES - Review of Draft O-W TPO FY 2025 - 2029 Transportation Improvement Program - *Gary Kramer, ECRC Staff***

Gary Kramer presented the draft O-W TPO FY 25-29 TIP and stated that this item will be up for adoption in June.

4. ENCLOSURE K – ALL COMMITTEES – Review of Draft O-W TPO 2026 – 2030 Project Priorities – Gary Kramer, ECRC Staff

Jill Nobles presented the draft O-W TPO FY 26-30 Project Priorities. This item will be up for adoption at the June TPO meeting.

INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC February 2024 Meeting Minutes
2. Joint TPO February 2, 2024 Workshop Summary
3. O-W TPO February 2024 Actions Report
4. 2024 O-W TPO Meeting Schedule

OTHER BUSINESS: The next O-W TPO meeting will be held on June 20, 2024, at 3:00 p.m. The CAC will meet at 9:30 a.m. and the TCC will meet at 1:30 p.m. All meetings will be held at the **Okaloosa Admin Building**, 1250 N. Eglin Pkwy., Shalimar, FL 32579.

Mayor Whitten asked about the TCC quorum requirement. Mary Beth Washnock stated that the quorum is at the discretion of the committee chair.

ADJOURNMENT:

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ENCLOSURE B

**CONSENT AGENDA
ENCLOSURE B
TPO ONLY**

SUBJECT: Consideration of the Membership Certification for the Okaloosa County and Walton County Transportation Disadvantaged Coordinating Boards

ORIGIN OF SUBJECT: Chapter 427, Florida Statutes and Rule 41-2, Florida Administrative Code

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: In compliance with Rule 41-2, the Designated Official Planning Agency (the TPO) appoints members to the Transportation Disadvantaged Coordinating Boards for counties within the TPO planning boundary. The Okaloosa County and Walton County Transportation Disadvantaged Coordinating Boards request that the TPO certify the Okaloosa County and Walton County board memberships.

Attached are the following:

- Membership Certification for Okaloosa County
- Membership Certification for Walton County

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign the Okaloosa County and Walton County Transportation Disadvantaged Coordinating Board Membership Certifications. This action is recommended to maintain the function of the Transportation Disadvantaged Coordinating Boards in Okaloosa County and Walton County. Please contact Howard Vanselow ECRC staff, at howard.vanselow@ecrc.org or (850) 332-7976, Extension 231, if additional information is needed.

COORDINATING BOARD MEMBERSHIP CERTIFICATION
OKALOOSA COUNTY, FLORIDA

NAME: OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION

ADDRESS: P. O. Box 11399, Pensacola, FL 32524

The Metropolitan Planning Organization named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross section of the local community.

REPRESENTATION	MEMBER	ALTERNATE	TERM
(1) Chair (Elected Official & Vice Chair)	Trey Goodwin	Yvonne Earle	
(2) Florida Department of Transportation	Toni Prough	Zachary Balassone	
(3) Department of Children and Families	Melissa Sidoti	Dorothea Jones	
(4) Local Public Education	Jay McInnis	Timothy Duffy	
(5) Florida Department of Education	Lelia Trippe	Scott Solomon	
(6) Veterans Services	Eddie Taylor	Vacant	
(7) Community Action	Briley Kennedy	Aubrey Robbie	
(8) Elderly	Vacant	Vacant	
(9) Disabled	Vacant	Vacant	
(10) Citizen Advocate/User	Vacant	Vacant	
(11) Citizen Advocate	Yvonne Earle	Vacant	2023-2026
(12) Children at Risk	Dana Hodges	Agency Staff	
(13) Mass/Public Transit	N/A	N/A	
(14) Department of Elder Affairs	Marci Symms	Kathy Irons	
(15) Private Transportation Industry	Donna Morgan	Carrie Parker	2023-2026
(16) Agency for Health Care Administration	John Vinski	Agency Staff	
(17) Agency for Person with Disabilities	Dwayne Jones	Janell Dixon	
(18) Workforce Development Board	Will Miles	Michele Burns	
(19) Local Medical Community	Vacant	Vacant	

SIGNATURE: _____

TITLE: Okaloosa-Walton TPO Chair

DATE: _____

**COORDINATING BOARD MEMBERSHIP CERTIFICATION
WALTON COUNTY, FLORIDA**

NAME: OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION

ADDRESS: P. O. Box 11399, Pensacola, FL 32524

The Metropolitan Planning Organization named above hereby certifies to the following:

1. The membership of the Local Coordinating Board, established pursuant to Rule 41-2.012(3), FAC, does in fact represent the appropriate parties as identified in the following list; and
2. The membership represents, to the maximum extent feasible, a cross section of the local community.

REPRESENTATION	MEMBER	ALTERNATE	TERM
(1) Chair (Elected Official & Vice Chair)	Donna Johns	Robert Raymond	
(2) Florida Department of Transportation	Toni Prough	Zachary Balassone	
(3) Department Of Children & Families	Melissa Sidoti	Dorothea Jones	
(4) Local Public Education	Vacant	Vacant	
(5) Florida Department of Education	Cheryl Pedone	Stephanie Bailey	
(6) Veteran Services	Wade Wilmoth	Jenifer Anderson	
(7) Community Action	Gina Stephens	Kelly Jasen	
(8) Elderly	Susan Bakalo	Agency Staff	
(9) Disabled	Robert Raymond	Vacant	2023-2026
(10) Citizen User	Vacant	Vacant	
(11) Citizen Advocate	Jared Schnader	Vacant	2023-2026
(12) Children at Risk	Lisa Jefferies	Misty Brown	
(13) Mass/Public Transit	N/A	N/A	
(14) Department of Elder Affairs	Marci Symms	Kathy Irons	
(15) Private Transportation Industry	Vacant	Vacant	
(16) Agency for Health Care Administration	John Vinski	Agency Staff	
(17) Agency for Person with Disabilities	Dwayne Jones	Agency Staff	
(18) Workforce Development Board	Will Miles	Michelle Burns	
(19) Local Medical Community	Dr.Carolynn Zonia	Vacant	

SIGNATURE: _____

TITLE: Okaloosa-Walton TPO Chair

DATE: _____

ACTION ITEMS

ENCLOSURE C

ENCLOSURE C

SUBJECT: Consideration of Resolution O-W 24-10 Amending the FY 2024-2028 Transportation Improvement Program (TIP) for SR 85 at Jones Road Outfall Repair Project in FY 2024/2025 at a Total Cost of \$593,001 (**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 the construction phase for SR 85 at Jones Road Outfall Repair Project for Financial Project Identification (FPID) Number 4533191 in FY 2024/2025 at a total cost of \$593,001.

Attached are the following:

- Resolution O-W 24-10
- Request for Amendment
- Page of the FY 2024 - FY 2028 TIP as Amended

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution O-W 24-10 amending the FY 2024-2028 TIP. This action is recommended to ensure FDOT can authorize funding for this project. Please contact Gary Kramer, TPO staff, at (800) 226-8914, Ext. 219 or gary.kramer@ecrc.org if additional information is needed.

RESOLUTION O-W 24-10

A RESOLUTION OF THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FISCAL YEAR 2024 – FISCAL YEAR 2028 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Okaloosa-Walton 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 Okaloosa-Walton 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 urbanized area cannot be obtained unless the projects are included in the TPO's TIP; and

WHEREAS, the Okaloosa-Walton 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 OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO amends the Fiscal Year (FY) 2024 – FY 2028 Transportation Improvement Program for the addition of the construction phase for SR 85 at Jones Road Outfall Repair Project for Financial Project Identification (FPID) Number 4533191 in FY 2024/2025 at a total cost of \$593,001.

Passed and duly adopted by the Okaloosa-Walton Transportation Planning Organization on this 20th day of June 2024.

**OKALOOSA-WALTON TRANSPORTATION
PLANNING ORGANIZATION**

BY: _____
Nathan Boyles, Chairman

ATTEST: _____

FDOT
OW TPO FY24-28 TIP Amendment Request

ID # Project Name/Location
Okaloosa

453319-1 SR 85 N FERDON BLVD @ JONES ROAD OUTFALL REPAIR PROJECT

Work Mix: Drainage Improvements
Project Length: 0.095 Miles

	Phase Code	<2024	2023/2024	2024/2025	2025/2026	2026/2027	2027/2028	TOTAL	Fund Code
CST	52			\$500,000				\$500,000	ACPR
CST	61			\$8,454				\$8,454	DIH
CST	62			\$84,547				\$84,547	DDR
		\$0	\$0	\$593,001	\$0	\$0	\$0	\$593,001	

CRESTVIEW

4533191

SR 85 N FERDON BLVD

Non-SIS



Work Summary: DRAINAGE IMPROVEMENTS From: @ Jones Road

To: Outfall Repair Project

Lead Agency: FDOT

Length: 0.095 MI

LRTP #: Final Report p. F-16

Phase	Fund Source	2023/24	2024/25	2025/26	2026/27	2027/28	Total
PE	DIH	1,000	0	0	0	0	1,000
PE	ACPR	100,000	0	0	0	0	100,000
CEI	DIH	0	8,454	0	0	0	8,454
CST	ACPR	0	500,000	0	0	0	500,000
CEI	DDR	0	84,547	0	0	0	84,547
Total		101,000	593,001	0	0	0	694,001

Prior Cost < 2023/24: 0

Future Cost > 2027/28: 0

Total Project Cost: 694,001

Project Description: Outfall Repair Project for SR 85 N Ferdon Boulevard at Jones Road.

24-28 TIP Page as Amended

ENCLOSURE D

ENCLOSURE D

SUBJECT: Consideration of Resolution O-W 24-09 Adopting the Okaloosa-Walton TPO FY 2025-2029 Transportation Improvement Program (TIP) **(ROLL CALL VOTE)**

ORIGIN OF SUBJECT: 23 Code of Federal Regulations 450.3236, Chapter 339.175 (8) Florida Statutes, Okaloosa-Walton TPO Unified Planning Work Program (UPWP) Short Range Planning Task

LOCAL GOVERNMENT ACTION NEEDED: Provide regionally significant projects that have dedicated local funds between July 1, 2024 and June 30, 2029.

BACKGROUND: The TPO updates and adopts the TIP each year for submittal to FDOT, Federal Highway Administration (FHWA), and the Federal Transit Administration (FTA). Projects within the urbanized area must appear in the TIP to receive state and federal funding.

The FY 2025-2029 TIP process began in August 2023, when Project Priorities were adopted by the TPO and then submitted to FDOT. The Project Priorities are then used to develop the FDOT FY 2025-2029 Tentative Five-Year Work Program. The Tentative Five-Year Work Program is the primary source of information for the TIP. The FDOT Work Program and the TIP are consistent with the TPO's adopted priorities to the extent feasible. Projects are based on FDOT maintenance requirements, the TPO Long Range Transportation Plan (LRTP), Transportation Systems Management (TSM) studies, Transportation Alternatives Project (TAP) Priorities, and aviation and transit master plans. Projects listed in the TIP are subject to amendment as necessary by the TPO at any time during the year. The TIP has been developed through coordination with FDOT and local governments.

The draft Okaloosa-Walton TPO FY 2025-2029 TIP will be posted online prior to the June 2024 TPO and advisory committee meetings. An e-mail with the draft TIP link on the TPO website will be sent to the TPO and advisory committee members and will be accessible by clicking on the following link:

https://www.ecrc.org/programs/transportation_planning/okaloosa-walton_tpo/plans_and_documents/index.php#outer-305

The following is the Public Involvement Plan elements for the Transportation Improvement Program.

- Provide reasonable public access to technical and policy information used.
- Provide adequate public notice of public involvement activities and time for public review and comment at key decisions, such as but not limited to the approval of the TIP.
- Demonstrate explicit consideration and response to public input received during plan development process.
- Make the TIP drafts and final documents available on the TPO website at www.ecrc.org. A print copy of the current plan is available upon request.
- Hold public meetings at convenient times and accessible locations.
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households.

- Coordinate with the statewide transportation planning public involvement and consultation processes under 23 C.F.R. Subpart B, as described in the FDOT MPO Program Handbook.
- Periodically review the effectiveness of the procedures and strategies contained in the participation plan.
- When significant written and oral comments are received on a draft TIP as a result of public involvement, a summary, analysis, and report on the disposition of comments shall be made part of the final documents.
- If the final TIP differs significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment must be made available.
- When the Metropolitan Planning Area (MPA) includes Indian Tribal Lands, the TPO shall appropriately involve the Indian Tribal Government(s).
- When the MPA includes federal public lands, the TPO shall appropriately involve the federal government.

Comments received on the draft FY 2025-2029 TIP will be presented at the June TPO and advisory committee meetings.

Attached is the following:

- Resolution O-W 24-09

RECOMMENDED ACTION: Approval of a motion to authorize the TPO chair to sign Resolution O-W 24-09 adopting the FY 2025-2029 TIP with any changes that may have been presented.

This alternative is recommended because the TIP has been developed in coordination with FDOT and local governments and is consistent with the TPO Long Range Transportation Plan, Transportation Systems Management Priorities, Transportation Alternatives Program Project Priorities, and aviation and transit master plans. The TIP is required to be submitted to FDOT by July 15, 2024. For more information, please contact Mr. Gary Kramer, ECRC staff, at gary.kramer@ecrc.org or at (850) 332-7976 Ext. 219.

RESOLUTION O-W 24-09

A RESOLUTION OF THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE FY 2025-2029 TRANSPORTATION IMPROVEMENT PROGRAM

WHEREAS, the Okaloosa-Walton 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 Okaloosa-Walton Metropolitan Planning Area; and

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

WHEREAS, the Transportation Improvement Program (TIP) is developed in accordance with 23 Code of Federal Regulations 450 Section 134(j) and Section 339.175(8) Florida Statutes; 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 urbanized area cannot be obtained unless the projects are included in the TPO's TIP; and

WHEREAS, the Okaloosa Walton Transportation Planning Organization (TPO) believes the TIP will support the performance targets established by the State and supported by the TPO;

NOW, THEREFORE, BE IT RESOLVED BY THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO adopts the FY 2025-2029 Transportation Improvement Program, with any changes that may have been presented.

Passed and duly adopted by the Okaloosa-Walton Transportation Planning Organization held on this 20th day of June 2024.

**OKALOOSA-WALTON TRANSPORTATION
PLANNING ORGANIZATION**

BY: _____
Nathan Boyles, Chairperson

ATTEST: _____

ENCLOSURE E

ENCLOSURE E

ALL COMMITTEES

SUBJECT: Consideration of Resolution O-W 24-11 Adopting the Okaloosa-Walton TPO FY 2026 – FY 2030 Project Priorities (**ROLL CALL VOTE**)

ORIGIN OF SUBJECT: 23 Code of Federal Regulations Section 134(j), Chapter 339.175 (8)(b) Florida Statutes, Okaloosa-Walton TPO Unified Planning Work Program (UPWP) Task 4: Short Range Transportation Planning

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The TPO reviews and adopts transportation project priorities each year for submittal to the Florida Department of Transportation (FDOT) by September 1st. This document is part of the Transportation Improvement Program (TIP) development process. Its purpose is to ensure that transportation projects programmed by FDOT in the Five-Year Work Program are consistent with local needs and plans for the TPO planning area.

As stated in the TPO Public Participation Process Plan dated April 2021, the Project Priorities result from the Long-Range Transportation Plan's Cost Feasible Plan and are reviewed with the public and the TPO board and advisory committees annually. Once adopted by the TPO board, the Project Priorities are given to FDOT to develop the Five-Year Work Program. From the Five-Year Work Program, the TPO develops the TIP which contains all transportation programs and projects scheduled during the next five years. The TIP is revised annually and is available, in interactive format, on the TPO's website.

The Project Priorities and TIP must be developed by the TPO in consultation with all interested parties and, at a minimum, describe explicit procedures, strategies, and desired outcomes for the following, as outlined by the Code of Federal Regulation (CFR 450.316) and the MPO Handbook:

- Provide reasonable public access to technical and policy information used.
- Provide adequate public notice of public involvement activities and time for public review and comment at key decisions, such as but not limited to the approval of the TIP/Project Priorities.
- Demonstrate explicit consideration and response to public input received during plan development process.
- Make the TIP and Project Priorities drafts and final documents available on the TPO website at www.ecrc.org. A print copy of the current plan is available upon request.
- Hold public meetings at convenient times and accessible locations.
- Seek out and consider the needs of those traditionally underserved by existing transportation systems, including but not limited to, low-income and minority households.
- Coordinate with the statewide transportation planning public involvement and consultation processes under 23 C.F.R. Subpart B, as described in the FDOT MPO Program Management Handbook.
- Periodically review the effectiveness of the procedures and strategies contained in the participation plan.
- When significant written and oral comments are received on a draft TIP or Project Priorities as a result of public involvement, a summary, analysis, and report on the disposition of comments shall be made part of the final documents.

- If the final Project Priorities/TIP differ significantly from the one made available for public comment or raises new material issues, an additional opportunity for public comment must be made available.
- When the Metropolitan Planning Area (MPA) includes Indian Tribal Lands, the TPO shall appropriately involve the Indian Tribal Government(s).
- When the MPA includes federal public lands, the TPO shall appropriately involve the federal government.

General techniques proven effective include:

- Provide a 30-day public review and comment period for the draft Project Priorities documents.
- Promote development of the Project Priorities and TIP through news releases and social media, and eblast to TPO board and advisory committees, partners, stakeholders, community groups, and interested parties. (subscribe online at www.ecrc.org)
- Hold public workshop(s) and implement additional project-specific outreach, as needed, to special populations during the Project Priorities process.
- Coordinate public outreach to community groups (with emphasis on the underserved).
- Include public input collected at workshops in the draft Project Priorities and TIP.
- Include in the public notice of the TPO board meeting when the draft Project Priorities and TIP are to be presented for review and adoption.
- Provide the public with an opportunity to comment during public forum when the draft Project Priorities and TIP are presented for review and adoption to the TPO board and advisory committee meetings.
- Publish adopted Project Priorities and TIP interactive site (provided by FDOT) on website at www.ecrc.org, a print copy of the current plan is available upon request.

TPO responsibilities require that all modes of transportation be addressed in the Project Priorities. The following categories of projects are included in the Priorities:

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

The draft Project Priorities for FY 2026-2030 project schedule is listed below:

- March 21, 2024 – Virtual TPO/TCC/CAC Committee Workshop #1 1:00 p.m. **(Completed)**
- April 18, 2024 – TCC, CAC, and TPO meetings to present draft FY 2026-2030 Project Priorities
- Public Outreach **(Completed)**
- June 18, 2024 – Hybrid Public Workshop followed by a Hybrid TPO/TCC/CAC Committee Workshop #2
- June 20, 2024 – TCC and CAC meetings to recommend approval of FY 2026-2030 Project Priorities
- June 20, 2024 – TPO meeting approving the FY 2026-2030 Project Priorities

The draft Okaloosa-Walton TPO FY 2026-2030 Project Priorities document will be presented at the June 2024 TPO and advisory committee meetings and is accessible at the following link: <https://www.ecrc.org/OWPriorities>.

The interactive map in the following link shows the location and the street view by category for the projects identified in the draft FY 2026-2030 Project Priorities: www.ecrc.org/TPOPrioritiesMaps

Attached are the following:

- Resolution O-W 24-11
- Comments Received Through May 31, 2024

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution O-W 24-11 adopting the FY 2026 – FY 2030 Project Priorities with any changes. This motion is recommended to maintain the September 1, 2024, submittal deadline to FDOT. Please contact Ms. Jill Nobles, ECRC staff, if additional information is needed at jill.nobles@ecrc.org or (850) 332-7976 Ext. 212.

RESOLUTION O-W 24-11

A RESOLUTION OF THE OKALOOSA- WALTON TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE FY 2026- 2030 PROJECT PRIORITIES

WHEREAS, the Okaloosa-Walton 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 Okaloosa-Walton TPO Planning Area; and

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

WHEREAS, the initial step in development of the TIP is for the TPO to submit its transportation project priorities for all modes of travel to the Florida Department of Transportation (FDOT) prior to September 1; and

WHEREAS, a virtual open house and public outreach was held from March 21 through June 13, and public workshops and TPO and advisory committee workshops were held on March 21 and June 18, 2024;

NOW, THEREFORE, BE IT RESOLVED BY THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION THAT:

The TPO adopts the FY 2026 - FY 2030 Project Priorities, with any changes approved by the TPO board.

Passed and duly adopted by the Okaloosa-Walton Transportation Planning Organization on this 20th day of June 2024.

**OKALOOSA-WALTON TRANSPORTATION
PLANNING ORGANIZATION**

BY: _____
Nathan Boyles, Chair

ATTEST: _____

**Okaloosa-Walton TPO Fiscal Years (FY) 2026-2030 Project Priorities Public Comments
(through May 31, 2024)**

TPO/TCC/CAC Workshop on March 21, 2024

1. Non-SIS Priority #7 US 98 Widening (Brooks Bridge to Gulf Islands National Seashore): Does this project include the bridge in Destin (Marler Bridge)?

The project listed, which comes from the Long Range Transportation Plan (LRTP), extends from the east end of Brooks Bridge to the west end of Gulf National Seashore Drive on Okaloosa Island. The PD&E Study that is funded in FY 2024 and 2025 extends from the east end of Brooks Bridge to the east end of East Pass Bridge (Marler Bridge).

2. Non-SIS Priorities #10a SR 20 at US 331 Intersection Improvement and #10b SR 20 (King Road to Black Creek): Has the PD&E Study been complete?

Yes, that PD&E Study is complete.

3. Non-SIS Priority #11 US 90 Widening (Fairchild Road to SR 285/Mossy Head): We need to collectively look at as a TPO due to shared challenges.

Comment noted.

4. Non-SIS Priorities #17 Baldwin Avenue Pedestrian Bridge & Trail (11th Street to 16th Street over US 331): For a project this far down on the list that has funding (PE funded in FY 2026), is that something we need to be concerned about moving up? Was this project funded with a legislative allocation?

The ranking does make it unlikely to receive FDOT district capacity funds for subsequent phases in the upcoming Work Program cycle. Project has been funded through the SUN Trail Program.

5. West 98 Collector Road: Will this project be added to the Priorities?

This project is currently going through the LRTP amendment process. Even if approved, it will not be on the TPO's Project Priorities because the PD&E and PE/Design phases are locally and/or state grant funded. No other phases are being incorporated into the LRTP Cost Feasible plan. Okaloosa County expressed that this does not mean it's not a county priority, they are just seeking other funding options at this time.

6. SIS Priority #6 US 98/SR 30 (CR 30A to W of Phillips Inlet Bridge): Is that the west end of CR 30A? Will appropriate segmentation of this project be needed/helpful?

Yes, the western limit of this project is the western end of CR 30A. The Project Priorities are also available via Interactive Map at www.ecrc.org/TPOPrioritiesMaps.

The PD&E Study limits cover 19.4 miles. The project will likely be broken into 4 segments for the design, right-of-way, and construction phases.

7. SIS Priority #9 I-10/SR 8 (Interchange East of Crestview): What does the note "Not yet identified in SIS Plan" mean and what needs to happen for FDOT's SIS plan to

**align with the TPO's plans? Is an Interchange Justification Report (IJR) needed?
How can we get FDOT to start that process?**

A Feasibility Study was completed on a potential interchange east of Crestview. That study demonstrated the need to identify facilities both north and south of the interstate that would be required to justify the proposed interchange. The study also identified the need to coordinate with Eglin Air Force Base, as there are potential impacts to their right-of-way. Without a commitment by the locals on a proposed eastern bypass alignment concept, FDOT would be unable to complete an IJR. FDOT has no plans for a roadway network on the state highway system that would warrant an interchange as described.

8. TSM Priorities (Fully Funded List): No projects are listed.

TPO staff added the one fully funded TSM project to the Draft Project Priorities document dated March 26, 2024. US 98 at Sandprint Drive/Palms Street is scheduled for ROW funding of \$238,300 in FY 2025 and Construction funding of \$2,077,385 in FY 2027. This project will be constructing a traffic signal, constructing an eastbound right turn lane, restriping Palm Street, and realigning eastbound and westbound left turn lanes to provide zero offset.

9. SUN Trail Priority #3 Marler Bridge Underpass: The project limits and description does not match the project

TPO staff replaced the project limits and description in the Draft Project Priorities document dated March 26, 2024.

10. Aviation Priorities: Are any of these funds used to create more hangars and create more capacity?

The airports work directly with FDOT's Aviation Office to develop their respective project priorities.

Other Comments Received

11. SR 85 and SR 285: The Niceville Valparaiso Chamber of Commerce sent a letter regarding these two roadways. That letter is attached to these comments.

Comment noted.

12. Non-SIS #5 Marquis Way West Connect Road and Non-SIS #10a and #10b SR 20: The City of Freeport is amenable to reducing the scope of the State Road 20 project to the stretch of County Road 83-A West intersection, east to US 331 and making this project #5 on the list. Marquis Way West Extension can be moved to #10 on the list.

Comment noted. Any changes in the priority order will have to be adopted by the TPO.

ENCLOSURE F

ENCLOSURE F ALL COMMITTEES

SUBJECT: Request to Proceed with Amending the Okaloosa-Walton 2045 Long Range Transportation Plan to Include (1) Forest Road, (2) SR 85, (3) SR 20 at Government Avenue Intersection, (4) Cedar Avenue, (5) Palm Boulevard, (6) Crossings Boulevard Connector, and (7) Bayshore Drive in the Needs Plan

ORIGIN OF SUBJECT: City of Niceville

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Okaloosa-Walton TPO's 2045 Long Range Transportation Plan (LRTP) was adopted on December 9, 2021. The 2045 LRTP has been amended one time on April 18, 2024. This LRTP Plan amendment request is for Forest Road, SR 85, SR 20 at Government Avenue Intersection, Cedar Avenue, Palm Boulevard, Crossings Boulevard Connector, and Bayshore Drive.

Public Participation Plan (PPP) Requirements for Long Range Transportation Plan Amendments (Adopted June 17, 2021)

Administrative modifications to the PPP, LRTP, TIP or UPWP are minor revisions and do not require public review but must be included in the public notice for the TPO board meeting when the modification is presented for review and adoption.

Amendments are revisions that may involve the addition or deletion of a major project, a major change in project cost, or a major change in design concept or design scope. Amendments require a formal public review and comment period. A 30-day formal comment period will be implemented for major LRTP amendments and the public participation procedures may vary based on the nature of the amendment. TPO board staff, with TPO board consultation, will make this determination based on the project, the nature of the change, the number of counties affected, and the impact on the planning process. Because of the wide variability in what an amendment can include, the TPO reserves the right to determine what participation techniques are appropriate, recognizing that outreach measures should fit the amendment content. Always, the public, interested parties, policy makers, and partners can obtain full information about each project change. Review and adoption of amendments to core documents by the TPO board, will be noticed in the Florida Administrative Register.

Below are some of the steps utilized for amendments to major documents or plans:

- Provide a 30-day public review and comment period for the draft document or plan.
- Include in the public notice of the TPO board meeting when the draft document or plan is to be presented for review and adoption.
- Provide the public with an opportunity to comment during public forum when the draft document or plan is presented for review and adoption.
- Publish adopted document on website at www.ecrc.org, a print copy of amendments are available upon request.

Forest Road (See attached map for location)

This is a recommended capacity improvement for approximately 600 feet of roadway including

intersection re-design at College Boulevard and Forest Road.

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

SR 85 (See attached map for location)

Recommended project to address access issues associated with Twin Oaks Park and to address safety issues at the intersection of SR 85 and College Boulevard. This intersection has been identified as a high injury intersection in the City's Safe Streets Action Plan. Any improvement to Twin Oaks Park internal circulation should also be considered now if possible.

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

SR 20 at Government Avenue Intersection (See attached map for location)

Recommend intersection safety audit and access study. This intersection has been identified as a high injury intersection in the City's Safe Streets Action Plan.

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

Cedar Avenue (See attached map for location)

Complete Streets and major intersection safety audits / Improvements. Cedar and Palm are the two main north south spines for the urbanized area of the city. Cedar and Palm both terminate at the Northwest Florida State College. Special consideration should be given to the intersections of Cedar and SR 20 and SR 285 (Partin Dr).

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

Palm Boulevard (See attached map for location)

Complete Streets and major intersection safety audits / Improvements. Cedar and Palm are the two main north south spines for the urbanized area of the city. Cedar and Palm both terminate at the Northwest Florida State College. Special consideration should be given to the intersections of Palm and SR 20 and SR 285 (Partin Dr).

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

Crossings Boulevard Connector (See attached map for location)

Recommend construction of the "missing link" in the alternative route to SR 20 that extends from Rocky Bayou Drive to Palm Boulevard. This would include a new two-lane road with a multi-use path and traffic circle at Juniper Avenue. This roadway is a parallel facility to SR 20, alleviating local traffic on SR 20. SR 20 has been identified as the facility within the city that has the highest injury rate. This

parallel facility is prioritized for walking and biking and local access.

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

Bayshore Drive (See attached map for locations)

Recommend complete streets improvements to include bike and pedestrian facility improvements. This route links large residential areas with the CRA.

This project is not currently in the 2045 Long Range Transportation Plan Needs Plan or Cost Feasible Plan. This amendment adds costs to the Needs Plan only. This amendment has been requested by the City of Niceville.

2045 LRTP Modifications

The following project in the 2045 LRTP has been requested to be modified by the City of Niceville. The TPO's 2045 LRTP can be accessed at <https://www.ecrc.org/OW2045LRTP>.

LRTP Map ID	Project Name	From	To	Improvement	Modification
A-004	College Boulevard	SR 85	SR 285 <u>Forest Drive</u>	Provide 4 lanes of capacity	Revise limits

Proposed Schedule

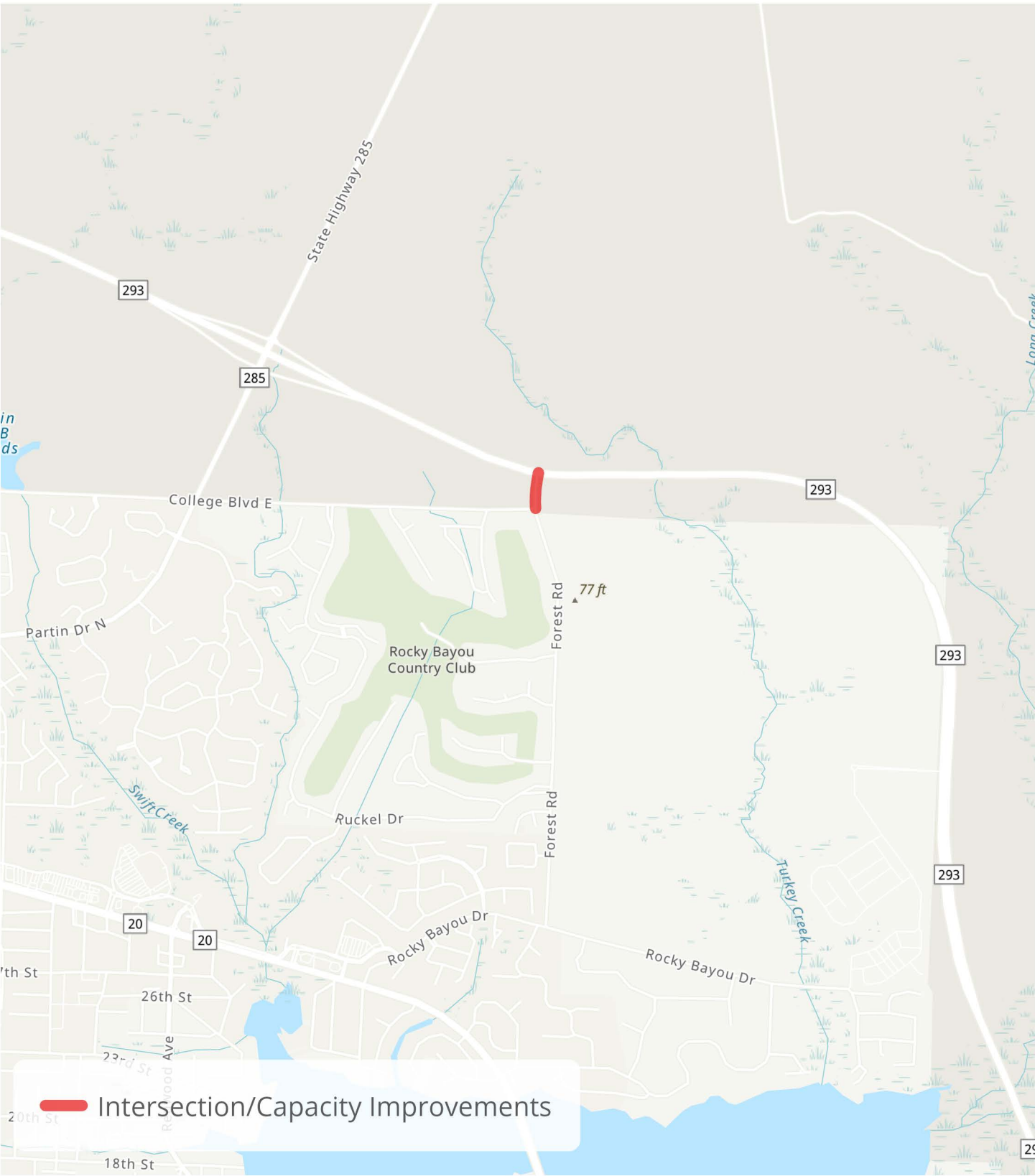
- June 20, 2024 - Authorization by the TPO to proceed with amending the 2045 Long Range Transportation Plan Needs Plan
- July/August 2024 - Post proposed Long Range Transportation Plan amendment online
- Date TBD – Public workshop(s)
- November 14, 2024 - TCC and CAC review and recommend approval of the 2045 Long Range Transportation Plan amendment
- November 14, 2024 - TPO approval of the 2045 Long Range Transportation Plan amendment

Attached are the following:

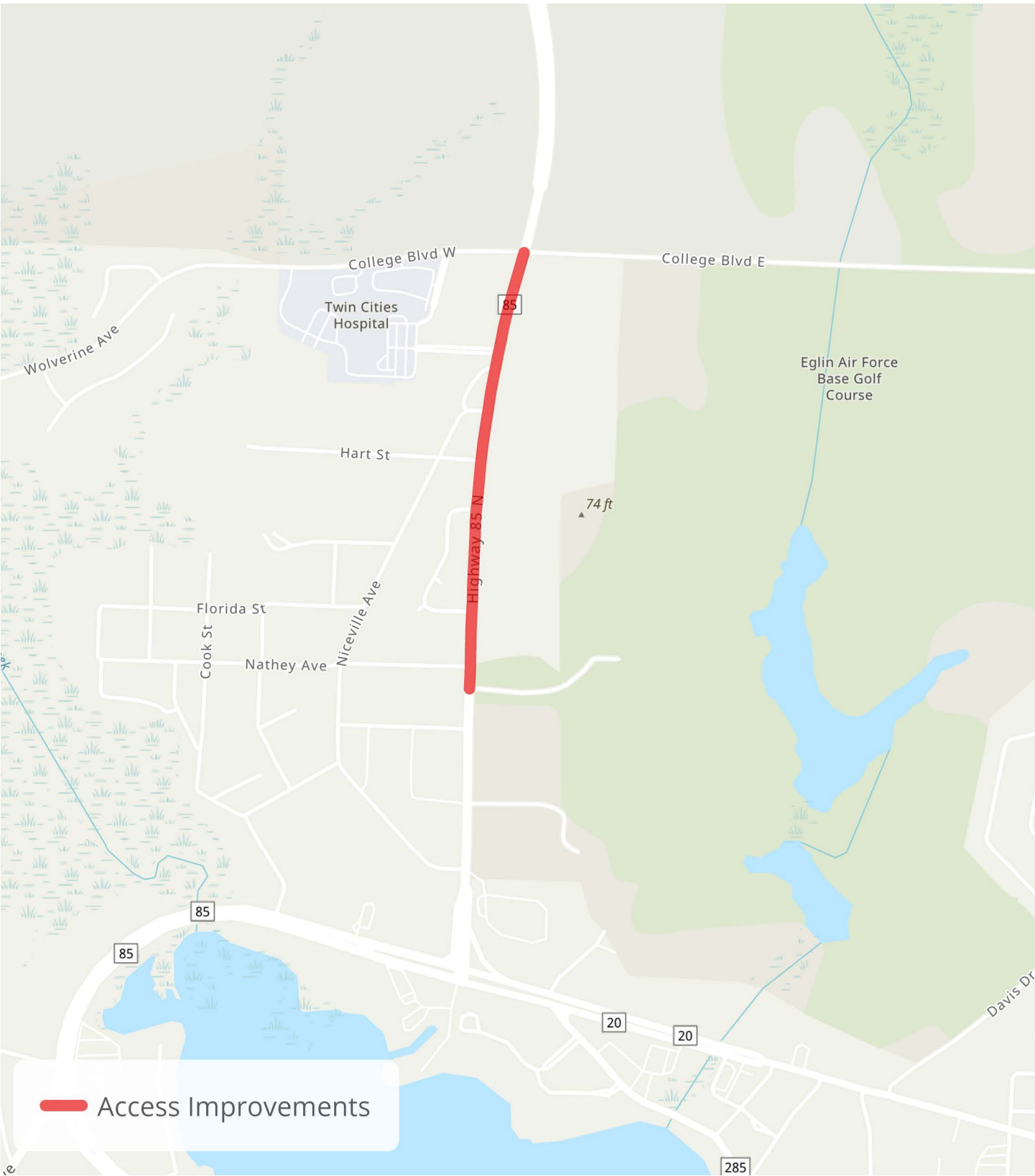
- Location Maps of Proposed Amendment Projects

RECOMMENDED ACTION: Approval of a motion authorizing the ECRC staff to proceed with the process to amend the 2045 Long Range Transportation Plan Needs Plan for Forest Road, SR 85, SR 20 at Government Avenue Intersection, Cedar Avenue, Palm Boulevard, Crossings Boulevard Connector, and Bayshore Drive. Please contact Jill Nobles, ECRC staff, with any questions at 850-332-7976, extension 212 or via email at jill.nobles@ecrc.org.

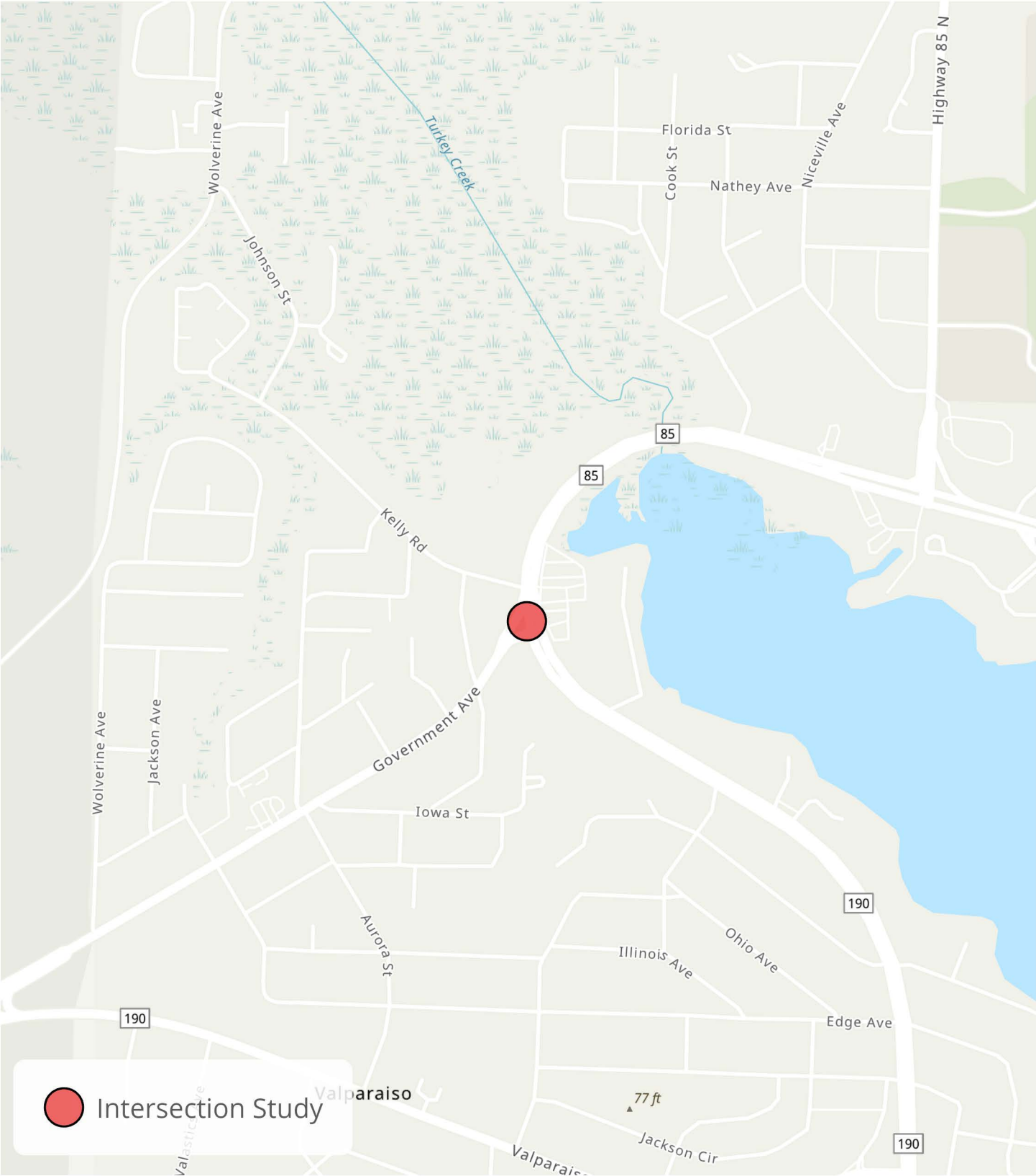
Proposed LRTP Amendment - Forest Rd from College Blvd to Spence Pkwy



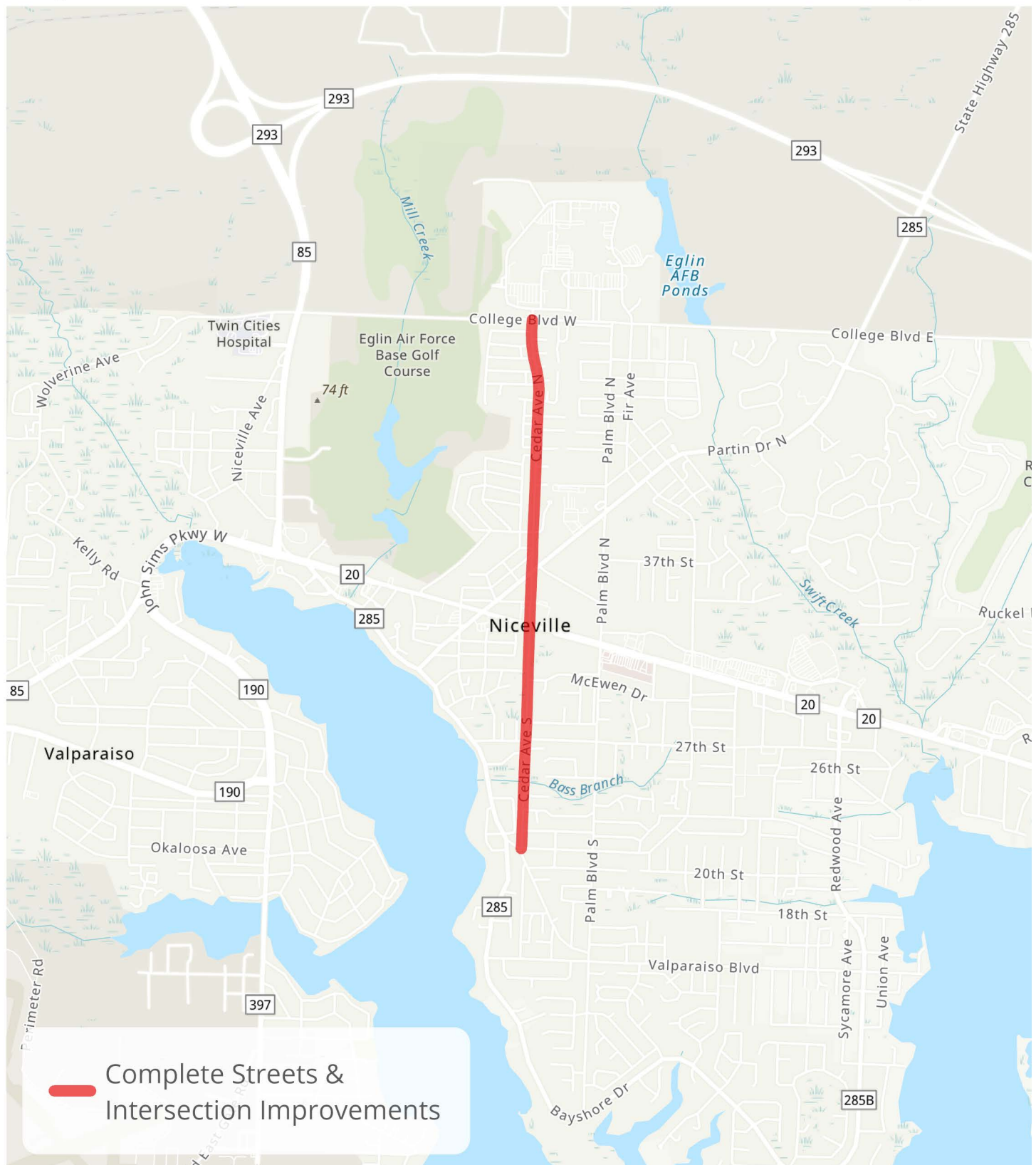
Proposed LRTP Amendment - SR 85 from College Blvd to Fairway Dr



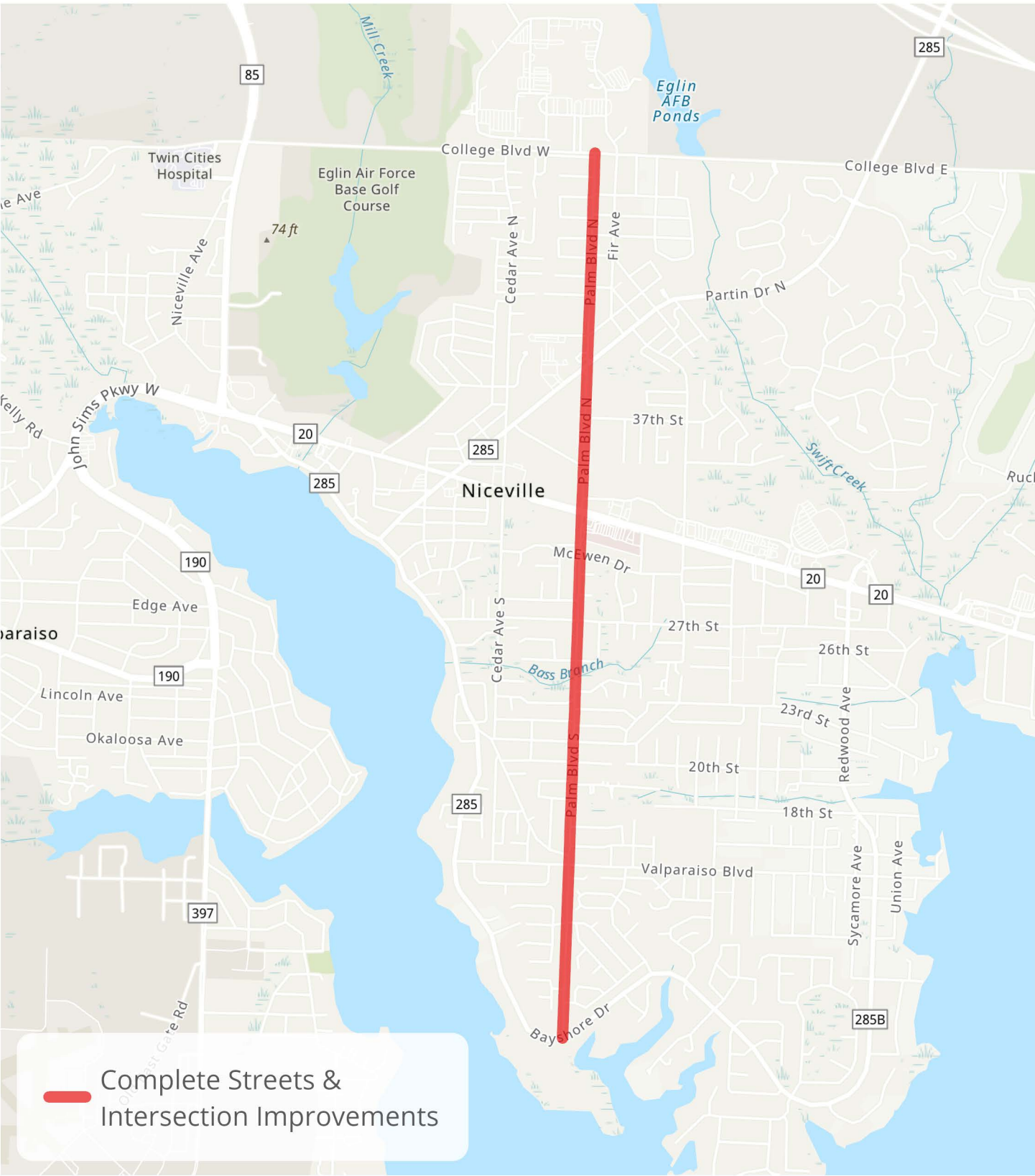
Proposed LRTP Amendment - SR 20/Government Ave (SR 85) Intersection



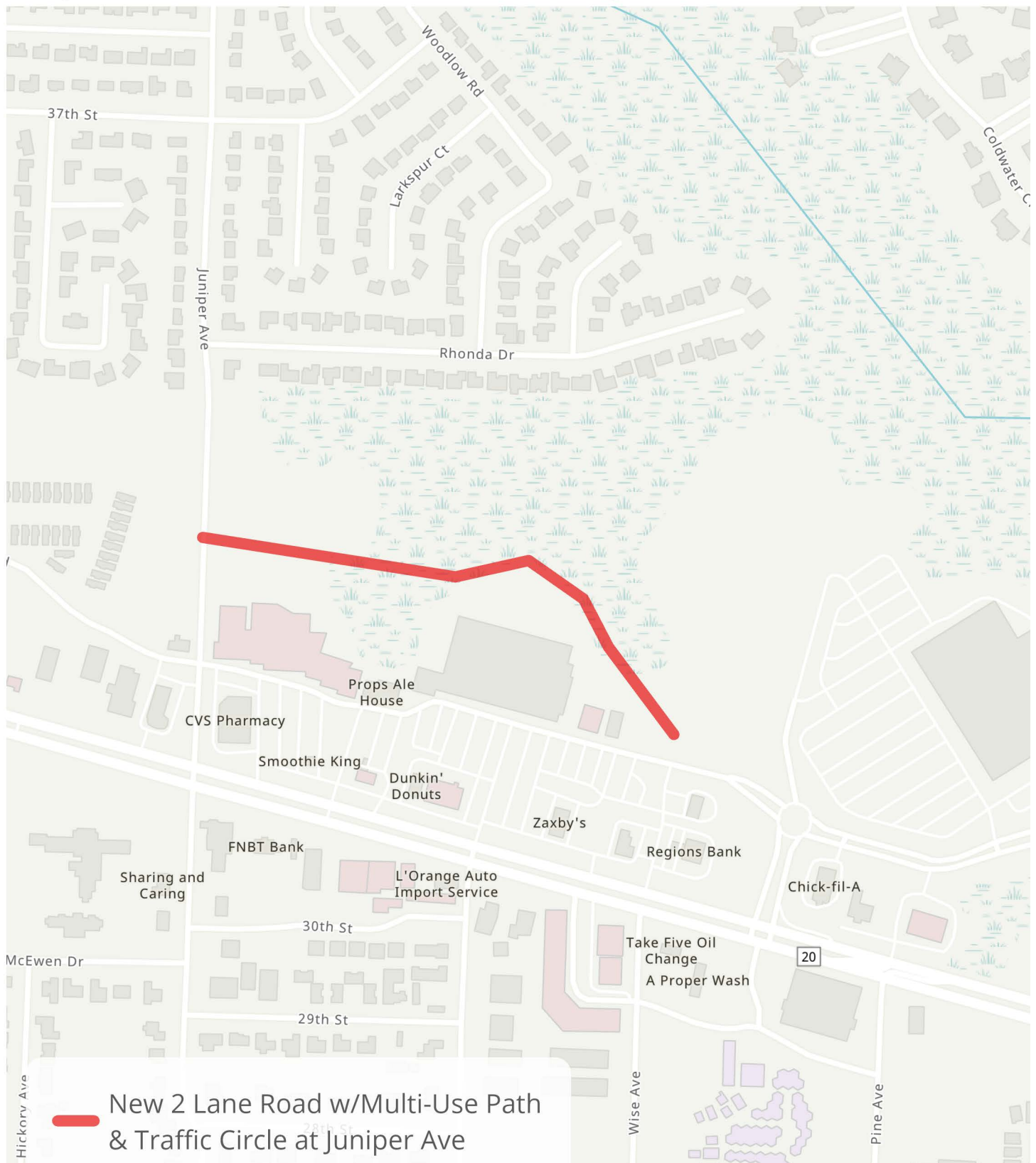
Proposed LRTP Amendment - Cedar Ave from 21st St to College Blvd



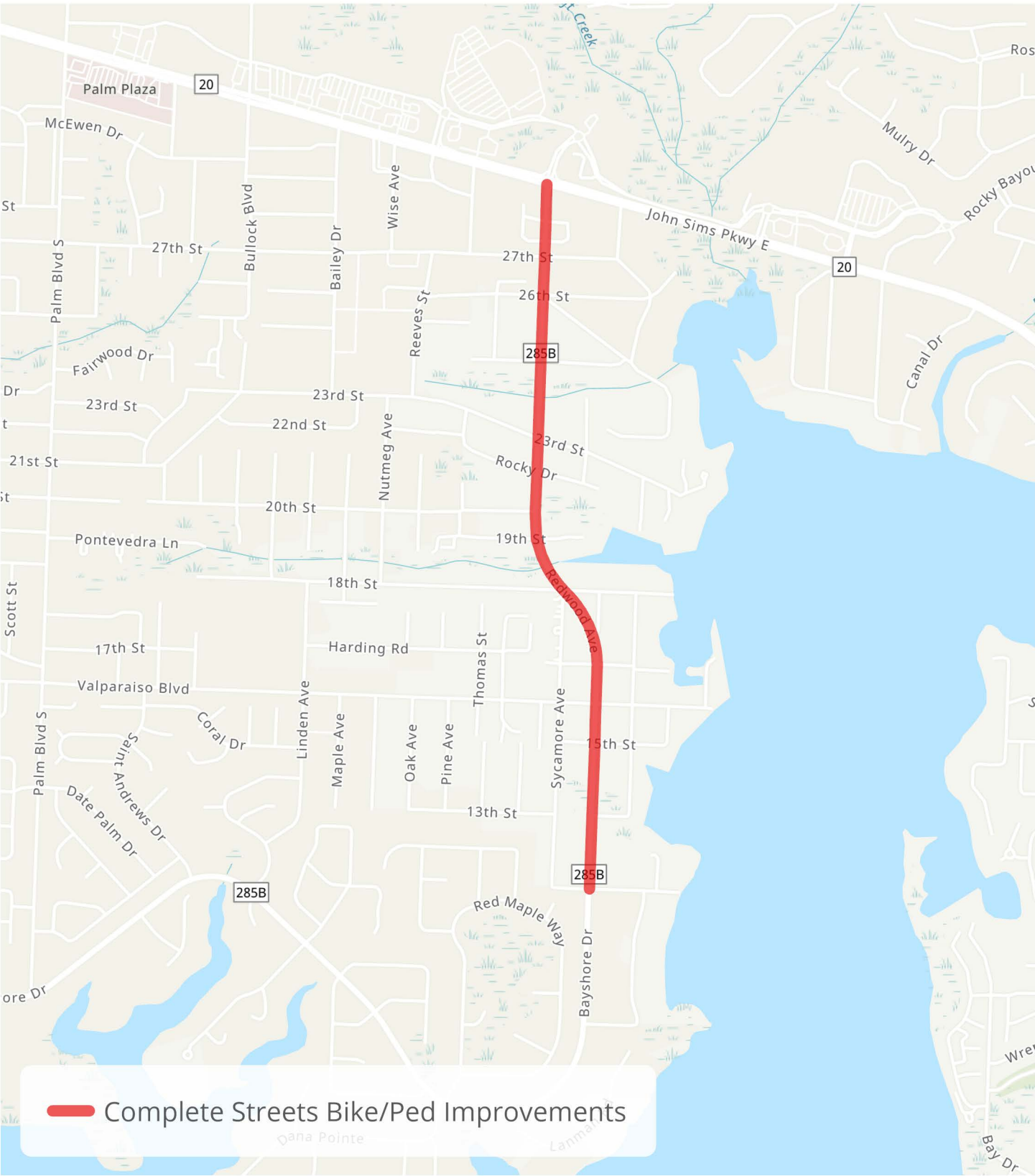
Proposed LRTP Amendment - Palm Blvd from Bayshore Dr to College Blvd



Proposed LRTP Amendment - Crossings Boulevard Connector



Proposed LRTP Amendment - Bayshore Dr from SR 20 to 11th St



ENCLOSURE G

ENCLOSURE G

CAC AND TPO

SUBJECT: Consideration of Citizens' Advisory Committee (CAC) Application from Neill O'Connell

ORIGIN OF SUBJECT: Board Appointment

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The TPO's Citizens' Advisory Committee (CAC) was created in accordance with federal and state requirements to provide a forum for citizen review and input to the TPO on the performance of the transportation planning process in the Okaloosa-Walton TPO study area. The CAC provides citizen review of TPO plans, programs, and projects and offers comments to the TPO with respect to the concerns of various segments of the population.

On February 20, 2020, the TPO approved Resolution O-W 20-04, which amended the CAC membership process to include appointment of one local constituent by each voting TPO member. These CAC members' terms are to serve concurrent with that of the elected official; however, they can be removed earlier by a majority vote of the TPO. The remaining 6 seats on the CAC are at-large positions.

The Public Participation Process Plan (PPP) and Okaloosa-Walton Citizens' Advisory Committee (CAC) bylaws require that an application be completed by each prospective CAC member, whether nominated, or at large, for the TPO's consideration.

At the April TPO meeting it was clarified that board members may appoint CAC members that live in their county or city, not necessarily their district. Walton County Commissioner, Danny Glidewell has appointed Neill O'Connell to the O-W TPO's Citizens' Advisory Committee to serve as Commissioner Danny Glidewell's appointee.

Attached are the following:

- Neill O'Connell CAC Application
- Email from Commissioner Glidewell
- Resume for Neill O'Connell

RECOMMENDED ACTION: Approval of a motion approving Neill O'Connell as a member of the Okaloosa-Walton County Transportation Planning Organization Citizens' Advisory Committee. This action is recommended because the applicant meets all qualifications for CAC membership. Please contact Leandra Meredith, at 850- 332-7976, or leandra.meredith@ecrc.org if additional information is needed.



**Application for Membership
Transportation Planning Organization (TPO)
Citizen Advisory Committee (CAC)**

Name: Neill O'Connell

Organization (if applicable): O'Connell & Associates Consulting Engineers, LLC

Address: 1394 CO. Hwy 283 S., Bldg #3

City/State/Zip: Santa Rosa Beach, FL 32459

Phone (Home/Cell/Business): C: (850)419-1260, O: (850)403-4555

E-Mail: neill@oconnellengineers.com

Race/Ethnicity (optional): _____

Check the box that applies:



I am applying for new membership.



I am a returning committee member. My information is still current.

(by checking this box there is no need to complete a new application.)

My reasons for wanting to be involved in this committee are:

To volunteer my services as a licensed professional engineer experienced in transportation planning, design, permitting and construction.

Potential conflicts of interest:

none

(These affiliations do not necessarily prohibit you from being on a committee. This information is only requested to insure that potential committee members do not have a conflict of interest.)

Information provided in this document becomes a public record.



Staff to TPO

From: Danny Glidewell <glidanny@co.walton.fl.us>
Sent: Monday, December 4, 2023 9:40 AM
To: Neill O'Connell <neill@oconnellengineers.com>
Cc: Mary Beth Washnock <marybeth.washnock@ECRC.org>; Austin Mount <austin.mount@ECRC.org>;
Teresa Lowery <lowteresa@co.walton.fl.us>
Subject: Re: OW TPO

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.

Neil:

I very much would appreciate you serving on the advisory committee for the TPO. Austin, please take this email as my appointment of Mr. O'Connell to the committee.

Danny

Sent from my iPad

On Dec 4, 2023, at 8:22 AM, Neill O'Connell <neill@oconnellengineers.com> wrote:

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.

Good morning, Commissioner Glidewell. I hope this email finds you well.

A couple of months ago you approached me about my willingness to accept an appointment to the Okaloosa-Walton TPO CAC. Since that time, I have not received any additional correspondence. On Friday, I received the email below.

Is this something that you would still like me to participate in?

Neill R. O'Connell, P.E., F.B.R.S.E.

President

O'Connell & Associates Consulting Engineers, LLC

1394 County Highway 283 S.

Building #3

Santa Rosa Beach, Florida 32459

Tel: (850) 403-4555

Fax: (850) 213-3199

neill@oconnellengineers.com

www.oconnellengineers.com



850-403-4555



neill@oconnellengineers.com



1394 Co. Hwy 283 S., Bldg. #3
Santa Rosa Beach, FL 32459



www.oconnellengineers.com

EDUCATION

Bachelor of Science in Engineering
Civil Engineering
University of Alabama
1999

FDEP Certified Stormwater Management
Inspector

PROFESSIONAL REGISTRATIONS

Licensed Professional Engineer

- Alabama
- District of Columbia
- Florida
- Georgia
- Louisiana
- Maryland
- Michigan
- Mississippi
- North Carolina
- South Carolina
- Tennessee
- Texas
- Virginia

ABOUT

Mr. O'Connell has been practicing civil and structural engineering design and construction since his graduation from college in 1999. His civil design experience includes the design of residential and commercial developments, roadways, municipal water and sewer utilities, planning, permitting and construction. His structural experience includes the design of low, mid and high-rise structures utilizing a wide variety of construction materials and the forensic analysis of critical building components associated with existing buildings.

During his career, Neill has worked for civil and structural engineering firms located in New Orleans and Dublin, Ireland where he designed an assortment of residential, commercial, industrial and municipal projects located in the United States, Europe and the Caribbean.

In addition to his professional career, Mr. O'Connell is highly involved as a volunteer in his local community. He is the former Chairman of the Florida Department of Transportation District 3 Utility Liaison Committee (FDOT UCC), a mentor in the Walton County Education Foundation Taking Stock in Children scholarship program (TSIC), an original Board member for the South Walton Artificial Reef Association and a Pastoral Council member at his church. He currently sits on the Board of Directors of the South Walton Chapter of the Coastal Conservation Association of Florida (CCA), is President of the Walton County Small Business Association and serves on several local neighborhood design review boards.

PROFESSIONAL ORGANIZATIONS

- American Society of Civil Engineers (ASCE)
- National Society of Professional Engineers (NSPE)
- Louisiana Engineering Society (LES)
- Florida Engineering Society (FES)
- Florida Structural Engineers Association (FSEA)
- American Concrete Institute (ACI)
- International Concrete Repair Institute (ICRI)
- Roof Consultants Institute (RCI)

ENCLOSURE H

ENCLOSURE H
ALL COMMITTEES
(Tabled in April by the TPO)

SUBJECT: Consideration of Resolution O-W 24-07 Amending the Okaloosa-Walton Transportation Planning Organization and Advisory Committee Bylaws

ORIGIN OF SUBJECT: TPO/ECRC Staff

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Okaloosa-Walton TPO and advisory committee bylaws are routinely reviewed by staff and recommendations are made to the board. The last amendment to the bylaws was on April 21, 2022, removing the requirement for CAC members to submit a new application for membership annually.

The OWTPO bylaw subcommittee held an in-person meeting on May 29th at the City of Destin to review and discuss the proposed bylaw amendments. The recommendations were to approve the proposed amendments prepared for April 18th OWTPO board meeting with the following considerations for inclusion:

- Pg 3 – 1.04 TPO Board Officers and Elections (4) – addition of language
- Pg 16 - 2.12 TCC Subcommittees – deletion of section
- Pg 18 - 3.03 CAC Membership (5) – addition of language
- Pg 24 - 3.13 CAC Subcommittees – deletion of section

Attached are the following:

- Resolution O-W 24-07

RECOMMENDED ACTION: Approval of a motion authorizing the TPO chair to sign Resolution O-W 24-07 amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws. Please contact Austin Mount, CEO, ECRC, at austin.mount@ecrc.org or (850) 332-7976 Ext. 201 if additional information is needed.

RESOLUTION O-W 24-07

A RESOLUTION OF THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION UPDATING THE BYLAWS, POLICIES, AND PROCEDURES

WHEREAS, the Okaloosa-Walton Transportation Planning Organization (TPO) serves as the Metropolitan Planning Organization (MPO) for the Census Defined Fort Walton Beach Urbanized Area and has been designated as the local agency responsible for carrying out the provisions of Part 23, Section 450.306, Code of Federal Regulations and Chapter 339.175 (2) and (3), Florida Statutes; and

WHEREAS, the Interlocal Agreement for Creation of the Okaloosa-Walton TPO sets forth the powers, privileges and authority of the TPO under Federal and State Regulations; and

WHEREAS, the Bylaws, Policies and Procedures of the Okaloosa-Walton TPO prescribe the operating rules and procedures of the TPO in compliance with the Interlocal Agreement for Creation of the Okaloosa-Walton TPO; and

WHEREAS, the Bylaws, Policies and Procedures of the Okaloosa-Walton TPO contains the requirements for TPO meeting agendas and voting requirements consistent with Section 339.175 Florida Statutes; and

WHEREAS, the current Bylaws, Policies and Procedures of the Okaloosa-Walton TPO were amended on April 21, 2022 and have not been updated since that date; and

WHEREAS, a subcommittee was named during the April 18, 2024 TPO meeting to review staff's recommended changes and to make any additional recommendations; and

WHEREAS, the subcommittee met and formulated a final recommendation on May 29, 2024;

**NOW, THEREFORE, BE IT RESOLVED BY THE OKALOOSA-WALTON
TRANSPORTATION PLANNING ORGANIZATION THAT:**

The Okaloosa-Walton TPO adopts the updated Bylaws, Policies and Procedures of the Okaloosa-Walton TPO and advisory committees.

Passed and duly adopted by the Okaloosa-Walton Transportation Planning Organization on this 20th day of June 2024.

**OKALOOSA-WALTON
TRANSPORTATION PLANNING ORGANIZATION**

BY: _____
Nathan Boyles, Chair

ATTEST: _____

OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION AND ADVISORY COMMITTEE BYLAWS, ~~POLICIES AND PROCEDURES~~

DATE APPROVED: June 17, 2004

AMENDED: April 17, 2008
February 16, 2012
February 21, 2013
February 20, 2014
February 20, 2020
April 21, 2022
February 15, 2024
[June 20, 2024](#)

OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION

BOARD OF DIRECTORS (TPO) BYLAWS, POLICIES AND PROCEDURES

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OKALOOSA-WALTON TPO TECHNICAL COORDINATING COMMITTEE (TCC) BYLAWS, ~~POLICIES AND PROCEDURES~~

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**OKALOOSA-WALTON TPO CITIZENS' ADVISORY COMMITTEE
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OKALOOSA-WALTON TPO BYLAWS, ~~POLICIES AND PROCEDURES~~

1.01 TPO ~~BOARD~~ PREAMBLE

The Okaloosa-Walton Transportation Planning Organization (TPO) is created in accordance with federal and state requirements to perform the area-wide transportation planning process in the Okaloosa-Walton TPO Study Area. The TPO ~~Study a~~Area includes the Fort Walton Beach Urbanized Area and adjacent areas in Okaloosa and Walton ~~-~~Counties. The powers, privileges, and authority of the TPO are contained in the Interlocal Agreement for Creation of the Okaloosa-Walton TPO. In compliance with the Interlocal Agreement, the following sets forth the operating rules and procedures of the TPO.

1.02 TPO ~~BOARD~~ PURPOSE AND FUNCTIONS

- (1) The purposes of the TPO shall be the following:
 - (a) To carry out a continuing, cooperative, and comprehensive transportation planning process in the Okaloosa-Walton TPO ~~Study a~~Area consistent with applicable federal, state, and local laws in cooperation with the Florida Department of Transportation;
 - (b) To develop transportation systems embracing various modes of transportation to maximize the mobility of people and goods within and through Okaloosa-Walton TPO ~~Study a~~Area and minimize, to the maximum extent feasible, transportation-related fuel consumption and air pollution;
 - (c) To develop transportation plans and programs, in cooperation with the Florida Department of Transportation, which provide for the development of transportation facilities that will function as a multi-modal and intermodal transportation system for the TPO ~~a~~Study Area; and
 - (d) To assure the continued eligibility for the receipt of federal and state capital and operating assistance for transportation projects in the Okaloosa-Walton TPO ~~Study a~~Area.
- (2) The ~~functions of the~~ TPO shall ~~include, but are not limited to the following~~:
 - (a) ~~Update, adoption, and maintenance of a~~Generate and maintain a Long-Range Transportation Plan;
 - (b) ~~Development and annual adoption of~~Generate and maintain a Unified Planning Work Program (UPWP);
 - (c) ~~Preparation and annual adoption~~Generate and maintain of a Transportation Improvement Program (TIP);

- (d) ~~Development and annual adoption of~~Generate and maintain a Congestion Management ~~Process System (CMPS) Plan;~~
- (e) Assist the Florida Department of Transportation in mapping transportation planning boundaries required by federal and state law;
- (f) Ensure the compatibility of TPO plans and projects with state, and local county and city transportation plans and projects;
- (g) Ensure that all jurisdictional areas within the Okaloosa-Walton TPO Study Area are included in the transportation planning process;
- (h) Ensure that all transportation modes are considered in the transportation planning process;
- (i) Ensure that the transportation needs of all persons, including the elderly and persons with disabilities~~handicapped~~, are considered in the transportation planning process;
- (j) Ensure meaningful citizens participation in the transportation planning process and establish/maintain a Citizens' Advisory Committee (CAC) ~~to the TPO;~~
- (k) Ensure local technical review and coordination with state and local plans in the transportation planning process and establish/maintain a Technical Coordinating Committee (TCC) ~~to the TPO;~~
- (l) Ensure local technical review and coordination of bicycle/pedestrian projects to improve safety and encourage these modes by establishing/maintaining a Bicycle/Pedestrian Advisory Committee (BPAC) to the TPO;
- (m) Ensure collaboration with neighboring TPO's by participation in regional transportation planning coordination events by the ECRC (the designated Regional Transportation Area). Events to coordinate the regions three (3) contiguous MPO's shall take place annually and the coordination of the events shall include the region's three (3) TPO chairs as well as ECRC chair;
- (n) The TPO may also have other standing or ad-hoc advisory committees as necessary or specified in state statutes, such as the Local Coordinating Boards for the Transportation Disadvantaged Programs in Okaloosa and Walton Counties, corridor management teams; or freight advisory committees; and
- (o) Perform other duties delegated by federal and state laws or rules and regulations.

1.03 TPO BOARD MEMBERSHIP

- (1) The Voting Membership of the TPO is apportioned among the local governmental entities, which constitute the TPO. ~~Local TPO~~ governments within the TPO must appoint the allocated

~~entities appoint the appropriate~~ number of members to the TPO Board from elected eligible officials, based on the Governor approved TPO Apportionment Plan.

- (2) The TPO ~~vVoting m~~Member's term of office shall be held for the duration of their elected office. The membership of a member who is a public official automatically terminates upon said official leaving the elective or appointive office for any reason or may be terminated by a majority vote of the total membership of the governmental entity represented by the member. A vacancy shall be filled by the original appointing entity.
- (3) The local government appointing body~~original appointing body~~ shall appoint members to fill any TPO Board membership vacancies.
- (4) The local government~~original~~ appointing body may~~shall~~ appoint Alternate Voting Members from eligible officials to vote at TPO meetings in place of ~~vVoting m~~Members who cannot attend.
- (5) Alternate ~~vVoting m~~Members sit with the same rights and privileges as ~~vVoting m~~Members.
- (6) Non-~~vVoting a~~Advisory ~~m~~Members may be appointed by the TPO as deemed necessary.
- (7) All Non-~~vVoting a~~Advisory ~~m~~Members shall not have sit with the same rights and privileges as TPO Voting Members, except that Non-Voting Members shall not have the right to present resolutions, motions or second same, or to vote upon any motions or resolutions of the TPO.

1.04 TPO BOARD OFFICERS AND ELECTIONS

- (1) The officers of the TPO shall be the Chair~~man~~ and Vice-Chair~~man~~. The officers shall be ~~vVoting m~~Members elected by the TPO membership.
- (2) The Chair~~man~~ shall preside at TPO meetings and be responsible for the preparation of agendas and minutes (with staff assistance), ~~and appoint subcommittees as needed.~~
- (3) In the absence or incapacity of the TPO Chair~~man~~, the Vice-Chair~~man~~ shall assume the duties of the Chair~~man~~.

~~(4) Nominations and e~~Election of TPO officers shall be part of the regular TPO meeting in June (or in the event there is not a meeting in June, the election shall take place at the next TPO meeting). The board shall rotate Chair and Vice-Chair positions from the counties and cities within the TPO area. During even years, the Chair shall be a representative of the Walton local governments and the Vice-Chair shall be elected from Okaloosa local governments. The Vice-Chair shall automatically be nominated for Chair upon successful completion of one year as Vice-Chair. Persons eligible for officer positions shall be a voting member and have served on the TPO board for a minimum of one (1) year. In the event of multiple nominations for Vice-Chair position, the staff will ask for a roll call vote, the majority winner shall be the new Vice-Chair. Newly elected officers shall assume their duties at the next meeting following the election.

~~(5) Officer positions~~They shall serve a term of~~hold office for one year.~~

- ~~(5) The TPO Chairman shall appoint a Nominating Committee at the regular TPO meeting in May (or in the event there is not a meeting in May, the appointment shall take place at the next TPO meeting). The Nominating Committee shall report their recommended candidates for officers at the next TPO meeting. Nominations may also be made from the floor.~~
- (6) Election of officers shall be by a majority vote of the TPO Voting Members present.
- (7) In the event that either the Chair~~man~~ or Vice-Chair~~man~~ position becomes vacant, a replacement shall be elected at the next scheduled TPO meeting.
- (8) The TPO shall elect a Member and Alternate to the Florida Metropolitan Planning Organization Advisory Council (MPOAC). ~~The TPO shall annually at the end of each calendar year, elect a voting member and alternate to serve on the MPOAC. They shall be Voting Members of the TPO. They shall be elected annually prior to the January MPOAC meeting.~~ They shall hold office for one year, or until their successors are elected, and they shall be eligible for reelection.
- ~~(9) The TPO shall also elect members to serve on the Northwest Florida Regional Transportation Planning Organization to represent Okaloosa and Walton Counties. They shall be Voting Members of the TPO.~~

1.05 TPO BOARD REGULAR MEETINGS

- (1) Regular meetings of the TPO shall be held as needed, at a time and place designated by the TPO Chair~~man~~; normally scheduled on the third Thursday of the month.
- (2) In the event that the TPO Chair~~man~~ wishes to cancel or change the meeting time of a regular TPO meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.
- (3) At least seven (7) days prior to a regular TPO meeting, public notice and tentative agendas shall be sent to the members of the TPO and local media services.
- ~~(4) TPO Subcommittee meetings shall have the same meeting requirements as regular TPO meetings.~~

1.06 TPO BOARD SPECIAL MEETINGS

- (1) A special meeting of the TPO may be called by the TPO Chair~~man~~ or a majority of the ~~v~~Voting ~~y~~Members at a regular TPO meeting. Each member of the TPO shall receive a notification of such special meeting stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.

- (2) In the event that the TPO Chair ~~man~~ wishes to cancel or change the meeting time of a special TPO meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.
- (3) At least seven (7) days prior to a special TPO meeting, public notice and tentative agendas shall be sent to the members of the TPO and local media services stating the date, hour and place of the special meeting including a statement of the general subject matter to be considered.

1.07 TPO BOARD EMERGENCY MEETINGS

- (1) The TPO Chair ~~man~~ may call an emergency meeting of the TPO when in his or her opinion an emergency exists which requires immediate action by the TPO. When such a meeting is called, each TPO member shall be notified, stating the date, hour and place of the meeting and the purpose for which it is called, and no other business shall be transacted at that meeting. At least a twenty-four (24) hour advance public notice of such emergency meeting shall be given to local media services before the time the meeting is held.
- (2) If after reasonable diligence, it becomes impossible to give notice to each TPO member, such failure shall not affect the legality of the emergency meeting if a quorum is present. The minutes of each emergency meeting shall show the manner and method by which notice of such meeting was given to each member of the TPO or shall show a waiver of notice.

1.08 TPO BOARD PUBLIC HEARINGS AND WORKSHOPS

- (1) A public hearing or workshop may be called by the TPO and may be scheduled before, during or after a regular meeting at the same meeting place or may be scheduled at another time and place.
- (2) Public notice shall be given to local media services and each TPO member stating the date, hour and place of a public hearing or workshop including a statement of the general subject matter to be considered at least seven (7) days (or as required by federal and state regulations) prior the event.
- (3) No formal business, for which notice has not been given, shall be transacted at a public hearing or workshop.

1.09 TPO BOARD MEETING AGENDA

- (1) There shall be an official agenda for every meeting of the TPO, which shall determine the order of business conducted at the meeting.
- (2) Requests for agenda changes to any TPO meeting must be received by the Chair ~~man~~ (or TPO staff) at least one (1) working day prior to the meeting date.

- (3) The TPO shall not take action upon any matter, proposal or item of business not listed on the official agenda; however following call to order, the TPO Chair~~man~~ may authorize addition of new business to the agenda with the approval of two thirds (2/3) of the Voting Members present.
- (4) No agenda item listed on the TPO agenda for public hearing or vote thereon may be deferred until a later time unless two-thirds (2/3) of the ~~vo~~Voting ~~m~~Members present shall vote in favor of such deferral.
- (5) ~~A TPO or advisory committee member, County Administrator, City Manager or the TPO staff may place an item on the TPO agenda. Any citizen may also place matters within the scope of jurisdiction of the TPO on the agenda.~~
- (6) ~~This rule is not applicable to special or emergency meetings.~~

Action on the following agenda items shall require a recorded roll call vote and approval by two-thirds (2/3) majority of voting members present constituting a quorum:

- (a) Long Range Transportation Plan,
- (b) Transportation Improvement Program (TIP),
- (c) Project Priorities, and
- (d) Each ~~A~~amendment to ~~S~~such ~~P~~plans and ~~P~~programs.

- (~~7~~6) ~~All a~~Agenda item requests shall be reviewed by the TPO staff and ~~approved by the TPO Chair.~~

1.10 TPO BOARD OFFICIAL ACTIONS

- (1) All official actions of the TPO shall be by adoption of resolutions or motions as follows:
 - (a) Action by adoption of a resolution shall occur for all matters where adoption of a resolution is required by federal or state regulations and any other matters deemed by the TPO to be of sufficient importance to warrant adoption by a formal resolution.
 - (b) All other actions of the TPO shall be by adoption of a motion.
- (2) All official actions of the TPO shall be recorded in the TPO Actions Report and meeting minutes and kept in the TPO's permanent files. Verbatim minutes are not required but minutes shall include an accurate summary of discussions and actions taken.

1.11 TPO BOARD CONDUCT OF MEETINGS

- (1) All TPO meetings shall be consistent with the Florida Sunshine Law and open to the public and press.
- (2) Roberts Rules of Order shall be followed at all TPO meetings.

- (3) The attendance of 8 TPO Voting Members shall constitute a quorum. ~~Virtual attendees do not count towards a quorum but shall be allowed to vote if an in-person quorum is determined.~~ No official action shall be taken without a quorum. ~~No resolution or motion shall be adopted by the TPO except upon the affirmative vote of a majority of the members present.~~
- (4) The TPO Chair~~man~~ may adjourn the meeting if he or she determines that no quorum is in attendance fifteen (15) minutes after the hour appointed for the meeting. In that event, those members present may, by unanimous agreement, select another hour or day to meet. Those members present may also, by unanimous agreement, select to continue the meeting as a workshop to discuss items on the agenda as per paragraph 1.08. The names of the members present and their action at such meeting shall be recorded in summary minutes.
- (5) All meetings of the TPO shall be conducted in accordance with the following:
- (a) ~~The Chairman shall preside at all TPO meetings at which he or she is present;~~
 - (b) ~~The Chairman shall take the chair at the hour appointed for the meeting, and shall call the TPO to order immediately;~~
 - (c) ~~In the absence of the Chairman, the Vice-Chairman shall preside;~~
 - (d) ~~The Chairman shall state every question coming before the TPO and announce the decision of the TPO on all matters;~~
 - (e) ~~A majority vote of the members present shall govern and conclusively determine all questions of order not otherwise covered;~~
 - (f) ~~In the absence of the TPO Chairman and Vice-Chairman, the TPO staff representative shall determine whether a quorum is present and, in that event, shall call for election of a temporary Chairman. Upon the arrival of the Chairman, or Vice-Chairman, the temporary Chairman shall relinquish the Chair upon conclusion of the business immediately before the TPO;~~
 - (g) ~~Any TPO member who intends to be absent from any TPO meeting shall notify the TPO staff of the intended absence as soon as he or she conveniently can;~~
 - (h) ~~In the event that a TPO member will be absent from any TPO meeting, an officially designated Alternate member may attend the TPO meeting and exercise full membership powers in the absence of the TPO member;~~
 - (i) When a conflict of interest exists, it shall be declared by the member(s) with a conflict upon opening of discussion of a matter by the TPO. Any member of the TPO who has a conflict of interest on a matter is required to fill out the necessary Conflict of Interest Form that will be attached to the minutes for the meeting and shall be deemed absent for the purpose of constituting a quorum, voting or for any other purpose for that particular matter only;

- (j) No member may abstain from voting on any matter unless a conflict of interest is declared.
- (k) The TPO vote upon any resolution or motion may be by a voice vote, unless the Chair~~man~~ or any member requests that a show of hands or a roll call vote be taken;
- (l) Upon every TPO roll call vote the TPO staff representative shall call the roll, tabulate the votes, and announce the results;
- (m) The minutes of prior TPO meetings shall be approved by a majority of the members present and upon approval shall become the official minutes;
- (n) Unless a reading of the minutes of a TPO meeting is requested by a majority of the TPO, the minutes shall not be read for approval provided the TPO staff delivers a copy thereof to each TPO member at least two (2) full working days prior to the meeting;
- (o) Each person, other than TPO staff members, who addresses the TPO shall give the following information for the minutes:
 - (1) name;
 - (2) address;
 - (3) party being representeding;
 - ~~(4) whether or not he or she is being compensated by the person or persons for whom he or she speaks; and~~
 - ~~(5) whether he or she or any member of his or her immediate family has a personal financial interest in the pending matter, other than that set forth in (4) above;~~
- (p) Unless further time is granted by the TPO, each person shall limit his or her address to threefive ~~(35)~~ minutes; and
- (q) All remarks shall be addressed to the TPO as a body and not to any member thereof. No person, other than TPO members, and the persons having the floor, shall be permitted to enter into any discussion, either directly or through a member, without permission of the Chair~~man~~. No question shall be asked a governing board member except through the Chair~~man~~.

1.12 TPO BOARD ~~PUBLICCITIZENS'~~ PARTICIPATION

- (1) PublicCitizens' participation in the TPO transportation planning process is strongly encouraged and any citizen shall be entitled to be placed on the official agenda of a regular meeting of the TPO and be heard concerning any matter within the scope of the jurisdiction of the TPO.
- (2) The regular TPO meeting agenda shall include a "Public Forum" agenda item to provide an opportunity for citizens to address the TPO at each TPO meeting for any item including agenda

~~action items. In addition, the Chairman may recognize citizens to speak on agenda items immediately following discussion by the TPO and prior to a vote on the matter by the TPO.~~

1.13 TPO BOARD SUBCOMMITTEES

- (1) TPO Subcommittees may be designated by the TPO as necessary to investigate and report on specific subject areas of interest to the TPO.

1.14 TPO BOARD CORRESPONDENCE AND POSITIONS OF COMMITTEE MEMBERS

- (1) TPO stationery and stationery which resembles the official TPO stationery, is only to be used in correspondence by the TPO chairperson and the TPO staff. Any and all correspondence on TPO stationery or any stationery resembling TPO stationery shall never be used to present any position that contradicts the official policy or position of the Florida- Alabama TPO.
- (2) Any correspondence conducted by individual TPO Board (including TCC or CAC) members concerning TPO matters shall be represented as individual comments and opinions. Only when a position has been adopted by the TPO as a whole shall it be represented as the opinion of the TPO.

1.14 TPO BOARD ADMINISTRATION

- (1) The West Florida Regional Planning Council (WFPRC) doing business as Emerald Coast Regional Council (ECRC) Transportation staff shall serve as the planning staff of the TPO.
- (2) The ECRC Transportation staff is responsible for producing all notices and agendas for TPO meetings and recording the minutes of all meetings.
- (3) The ECRC staff shall furnish a recording secretary for all TPO meetings.
- (4) The ECRC staff shall prepare, duplicate, and distribute all materials necessary for TPO meetings.
- (5) All official actions of the TPO are to be recorded and kept in permanent minute files by the ECRC. These files shall be open for public inspection during regular office hours at the ECRC/TPO office.
- (6) The TPO is responsible for the supervision and review of all financial matters concerning it. In order to best execute this, the ECRC will keep, maintain, and manage all accounts, records, and documents, both of the technical and financial nature, for the TPO as specified in the Memorandum of Agreement between the TPO and the ECRC.

**OKALOOSA-WALTON TPO TECHNICAL COORDINATING COMMITTEE
(TCC) BYLAWS, ~~POLICIES AND PROCEDURES~~**

2.01 TCC PREAMBLE

The TPO's Technical Coordinating Committee (TCC) has been created in accordance with federal and state requirements to provide technical assistance to the TPO in the performance of the transportation planning process in the Okaloosa-Walton TPO ~~Study~~ Area. The following sets forth the operating rules and procedures of the TCC.

2.02 TCC PURPOSE AND FUNCTIONS

- (1) The purposes of the TCC shall be the following:
 - (a) To ensure coordination and consistency with local, state, and regional plans, programs and projects; and
 - (b) To provide technical review of TPO plans, programs, and projects to determine the need, feasibility, and technical accuracy.
- (2) The TCC shall assist the TPO in carrying out the TPO's planning function through recommendations to the TPO on various transportation issues.
- (3) As an advisory committee to the TPO, all TCC recommendations shall be in the form of recommendations to the TPO Board and not to other governmental entities, Florida Department of Transportation, private organizations, or individuals.
- (4) The functions of the TCC shall include, but not be limited to the following:
 - (a) ~~Identify/Nominate~~ studies and projects to be ~~undertaken/considered~~ by the TPO and/or the Florida Department of Transportation;
 - (b) Provide data to the TPO to assist the TPO with achieving coordination and consistency with local comprehensive plans, programs, and projects and TPO plans, programs, and projects. For example: accident data, parcel data, GIS files, local transportation revenue resources, capital improvement programs, existing and future land use, and other data;
 - (c) Identify projects with school safety concerns in the TPO's Long Range Plan and Transportation Improvement Program (TIP); and
 - (d) Conduct any other functions assigned to the TCC by the TPO.

2.03 TCC MEMBERSHIP

- (1) The TCC includes technically qualified persons representing the various local and state

governmental entities, including local government representatives, local aviation, port, and public transit agency representatives, local utility and transportation authority representatives, school board representatives, and other appropriate representatives with some level of expertise in the area of transportation planning.

- (2) TCC Voting Memberships are attained through the appointment of members by the local governments represented on the TPO and other agencies to fill TPO approved standing TCC positions.
- (3) TCC Voting Members who fill the standing TCC positions serve at the pleasure of the appointing agency and the TPO.
- (4) In the event that the appointed member is unable to attend a TCC meeting, an alternate from their department or agency may serve as their representative at the meeting.
- (5) TCC Voting Members shall retain their membership so long as the local government or agency employs them in the position approved by the TPO.
- (6) If a Voting Member chooses to no longer serve on the TCC, or is removed from the committee, the local government or agency they represent shall appoint a replacement who holds a similar position in that organization.
- (7) There is no limit on number of Voting Members who may serve on the TCC.
- (8) ~~No county commissioner, city council member, or mayor shall serve on the TCC either as a member or alternate. The TCC shall have additional Non-Voting Advisory Members as necessary and desirable, however, they must be approved by the TPO.~~
- (9) ~~Non-Voting Members shall sit with the same rights and privileges as other members, except that Non-Voting Members shall not have the right to present motions or second same, or to vote upon any motions of the TCC.~~

2.04 TCC OFFICERS AND ELECTIONS

- (1) The officers of the TCC shall be the Chair~~man~~ and Vice-Chair~~man~~. The officers shall be Voting Members elected by the TCC membership.
- (2) The Chair~~man~~ shall preside at TCC meetings and be responsible for the preparation of agendas and minutes (with staff assistance), ~~and appoint subcommittees as needed.~~
- (3) In the absence or incapacity of the TCC Chair~~man~~, the Vice-Chair~~man~~ shall assume the duties of the Chair~~man~~.
- (4) ~~(4)~~ ~~Nominations and e~~lection of officers shall be part of the regular monthly meeting in June (or in the event there is not a meeting in June, the election shall take place at the next TCC meeting). Newly elected officers shall assume their duties at the next meeting following the election.

- (5) ~~Officers~~They shall hold office for a term of one year, or until their successors are elected, and they shall be eligible for reelection. Officers may serve multiple terms.
- (5) ~~The TCC Chairman shall appoint a Nominating Committee at the regular TCC meeting in May (or in the event there is not a meeting in May, the appointment shall take place at the next TCC meeting). The Nominating Committee shall report their recommended candidates for officers at the next TCC meeting.~~
~~Nominations may also be made from the floor.~~
- (6) ~~Election of officers shall be by a majority vote of the TCC Voting Members present.~~
- (7) In the event that ~~either the~~Chairman or Vice-Chairman position becomes vacant, a replacement shall be elected at the next scheduled TCC meeting.

2.05 TCC REGULAR MEETINGS

- (1) Regular meetings of the TCC shall be held as needed, at a time and place designated by the TCC Chair~~man~~; normally the same day as the TPO meeting is scheduled.
- (2) In the event that the TCC Chair~~man~~ wishes to cancel or change the meeting time of a regular TCC meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.
- (3) At least seven (7) days prior to a regular TCC meeting, public notice and tentative agendas shall be sent to the members of the TCC and local media services.
- (4) ~~TCC Subcommittee meetings shall have the same meeting requirements as regular TCC meetings.~~

2.06 TCC SPECIAL MEETINGS

- (1) A special meeting of the TCC may be called by the TCC Chair~~man~~ or a majority of the Voting Members at a regular TCC meeting. Each member of the TCC shall receive a notification of such special meeting stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.
- (2) In the event that the TCC Chair~~man~~ wishes to cancel or change the meeting time of a special TCC meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.
- (3) Seven (7) days before such special meeting, public notice shall be given of the date, hour and place of the special meeting including a statement of the general subject matter to be considered.

2.07 TCC EMERGENCY MEETINGS

- (1) The TCC Chair~~man~~ may call an emergency meeting of the TCC when in his or her opinion an emergency exists which requires immediate action by the TCC. When such a meeting is called, each TCC member shall be notified, stating the date, hour and place of the meeting and the purpose for which it is called, and no other business shall be transacted at that meeting. At least a twenty-four (24) hour advance notice of such emergency meeting shall be given before the time the meeting is held.
- (2) If after reasonable diligence, it becomes impossible to give notice to each TCC member, such failure shall not affect the legality of the emergency meeting if the Chair~~man~~ deems a quorum is present. The minutes of each emergency meeting shall show the manner and method by which notice of such meeting was given to each member of the TCC or shall show a waiver of notice.

2.08 TCC WORKSHOPS

- (1) A workshop may be called by the TCC and may be scheduled before, during or after a regular meeting at the same meeting place or may be scheduled at another time and place.
- (2) Public notice shall be given to local media services and each TCC member stating the date, hour and place of the workshop including a statement of the general subject matter to be considered at least seven (7) days before the event.
- (3) Only agenda items that are included in advertisement shall be discussed at a workshop. No formal business, for which notice has not been given, shall be transacted at such workshops.

2.09 TCC MEETING AGENDA

- (1) There shall be an official agenda for every meeting of the TCC, which shall determine the order of business conducted at the meeting.
- (2) Requests for agenda changes to any TCC meeting must be received by the TPO Chair~~man~~ (or TPO staff) at least one (1) working day prior to the meeting date.
- (3) The TCC shall not take action upon any matter, proposal or item of business not listed on the official agenda; ~~however following call to order, the TCC Chairman may authorize addition of new business to the agenda with the approval of two thirds (2/3) of the Voting Members present.~~
- (4) No agenda item listed on the TCC agenda for a vote thereon may be deferred until a later time unless two-thirds (2/3) of the Voting Members present shall vote in favor of such deferral.
- (5) ~~A TCC member, the TPO or the TPO staff may place matters on the TCC agenda.~~
- (6) ~~This rule is not applicable to special or emergency meetings.~~

2.10 TCC OFFICIAL ACTIONS

- (1) As an advisory committee to the TPO, all TCC ~~actions~~recommendations shall be in the form of recommendations to the TPO and not to other governmental entities including FDOT, private organizations, or individuals. The TCC shall have the authority, however, to adopt motions to request information ~~and studies~~ to assist in formulating a recommendation to the TPO.
- (2) All official actions of the TCC shall be by adoption of motions as follows:
 - (a) Action by adoption of a motion to recommend the TPO Board approve, a resolution shall occur for all matters where adoption of a resolution is required by federal or state regulations and any other matters deemed by the TPO to be of sufficient importance to warrant adoption by a formal resolution
 - (b) All other actions of the TCC shall be by adoption of a motion.
- (3) All official actions of the TCC shall be recorded in the meeting minutes and kept in the TPO's permanent files. Verbatim minutes are not required but minutes shall include an accurate summary of discussions and actions taken.

2.11 TCC CONDUCT OF MEETINGS

- (1) All TCC meetings shall be consistent with the Florida Sunshine Law and open to the public and press.
- (2) Roberts Rules of Order shall be followed at all TCC meetings.
- (3) ~~The TCC is a very large committee and the~~ TCC Chair~~man~~ shall have the authority to determine when a representative number of members are present to declare a quorum and conduct committee business. Virtual attendees do not count towards a quorum but shall be allowed to vote if an in-person quorum is determined. No official action shall be taken unless the TCC Chair~~man~~ declares there is a quorum present. ~~No resolution or motion shall be adopted by the TCC except upon the affirmative vote of the majority of the members present.~~
- (4) The TCC Chair~~man~~ may adjourn the meeting if he or she determines that no quorum is in attendance fifteen (15) minutes after the hour appointed for the meeting. In that event, those members present may, by unanimous agreement, select another hour or day to meet. Those members present may, by unanimous agreement, select to continue the meeting as a workshop to discuss items on the agenda as per paragraph 2.08. The names of the members present and their action at such meeting shall be recorded in summary minutes.
- (5) All meetings of the TCC shall be conducted in accordance with the following:
 - (a) ~~The Chairman shall preside at all TCC meetings at which he or she is present;~~

- ~~(b) — The Chairman shall take the chair at the hour appointed for the meeting, and shall call the TCC to order immediately;~~
- ~~(c) — In the absence of the Chairman, the Vice-Chairman shall preside;~~
- ~~(d) — The Chairman shall state every question coming before the TCC and announce the decision of the TCC on all matters;~~
- ~~(e) — A majority vote of the members present shall govern and conclusively determine all questions of order not otherwise covered;~~
- ~~(f) — In the absence of the TCC Chairman and Vice-Chairman, the TCC staff representative shall determine whether a quorum is present and, in that event, shall call for election of a temporary Chairman. Upon the arrival of the Chairman, or Vice-Chairman, the temporary Chairman shall relinquish the Chair upon conclusion of the business immediately before the TCC;~~
- ~~(g) — Any TCC member who intends to be absent from any TCC meeting shall, send a representative to the meeting from their department or agency as their representative, or notify the TPO staff~~
 - ~~— of the intended absence as soon as he or she conveniently can;~~ (h) When a conflict of interest exists, it shall be declared by the member(s) with a conflict upon opening of discussion of a matter by the TCC. Any member of the TCC who has a conflict of interest on a matter is required to fill out the necessary Conflict of Interest Form that will be attached to the minutes for the meeting and shall be deemed absent for the purpose of constituting a quorum, voting or for any other purpose for that particular matter only;
- (i) No member may abstain from voting on any matter unless a conflict of interest is declared.
- (j) The TCC vote upon any resolution or motion may be by a voice vote, unless the Chairman or any member requests that a show of hands or a roll call vote be taken;
- (k) Upon every TCC roll call vote the TPO staff representative shall call the roll, tabulate the votes, and announce the results;
- (l) The minutes of prior TCC meetings shall be approved by a majority of the members present and upon approval shall become the official minutes;
- (m) Unless a reading of the minutes of a TCC meeting is requested by a majority of the TCC members present, the minutes shall not be read for approval provided the TPO staff delivers a copy thereof to each TCC member at least two (2) full working days prior to the meeting;
- (n) Each person, other than TPO staff members, who addresses the TCC shall give the

following information for the minutes;

- (1) name;
- (2) address;
- (3) representing;
- ~~(4) whether or not he or she is being compensated by the person or persons for whom he or she speaks; and~~
- ~~(5) whether he or she or any member of his or her immediate family has a personal financial interest in the pending matter, other than that set forth in (4) above;~~

- (o) Unless further time is granted by the TCC Chair~~man~~, each person shall limit his or her address to ~~threefive~~ (35) minutes; and
- (p) All remarks shall be addressed to the TCC as a body and not to any member thereof. No person, other than TCC members, and the persons having the floor, shall be permitted to enter~~into~~ any discussion, either directly or through a member, without permission of the Chair~~man~~. No question shall be asked a TCC member except through the Chair~~man~~.

2.12 TCC SUBCOMMITTEES

~~TCC Subcommittees may be designated by the TCC as necessary to investigate and report on specific subject areas of interest to the TCC.~~

2.13 TCC ADMINISTRATION

- (1) The Emerald Coast Regional Council (ECRC) Transportation staff shall serve as the planning staff of the TCC. (2) The ECRC Transportation staff is responsible for producing all notices and agendas for TCC meetings and recording the minutes of all meetings.
- (3) The ECRC staff shall furnish a recording secretary for all TCC meetings.
- (4) The ECRC staff shall prepare, duplicate, and distribute all materials necessary for TCC meetings.
- (5) All official actions of the TCC are to be recorded and kept in permanent minute files by the ECRC. These files shall be open to public inspection during regular office hours at the ECRC/TPO office.

OKALOOSA-WALTON TPO CITIZENS' ADVISORY COMMITTEE (CAC) BYLAWS, ~~POLICIES AND PROCEDURES~~

3.01 CAC PREAMBLE

The TPO's Citizens' Advisory Committee (CAC) has been created in accordance with federal and state requirements to provide a forum for citizens' review and input to the TPO on the performance of the transportation planning process in the Okaloosa-Walton TPO ~~Study~~ Area. The following sets forth the operating rules and procedures of the CAC.

3.02 CAC PURPOSE AND FUNCTIONS

- (1) The purposes of the CAC shall be the following:
 - (a) To ~~seek public reaction to~~ provide citizen review of planning proposals and to provide comment to the TPO with respect to the concerns of various segments of the population in regard to their transportation needs; and
 - (b) To provide citizens' review of TPO plans, programs, and projects to determine the need, feasibility, and desirability from the citizens' perspective.
- (2) The CAC shall assist the TPO in carrying out the TPO's planning function through recommendations to the TPO on various transportation issues.
- (3) As an advisory committee to the TPO, all CAC recommendations shall be in the form of recommendations to the TPO and not to other governmental entities, private organizations, or individuals.
- (4) The functions of the CAC shall include, but not be limited to the following:
 - (a) ~~Assist in c~~ Carrying out the processes described in the TPO's adopted "~~TPO~~ Public Participation Plan ~~Involvement Procedures~~," which includes the establishment of a CAC.
 - (b) ~~Recommend~~ Assist in updating ~~updated~~ transportation goals and objectives for TPO approval, which guide the TPO's planning efforts, including the development of the Long-Range Transportation Plan;
 - (c) ~~Evaluate~~ Assist in the evaluation of the effects of TPO transportation plans, programs, and projects on various segments/interest groups of the community and provide recommendations to the TPO based on this evaluation; and
 - (d) Assist in any other functions as deemed desirable by the TPO Board.

3.03 CAC MEMBERSHIP

(1) CAC Voting Members serve at the pleasure of the TPO Board. CAC members shall serve up to a concurrent term of the board member who nominates them. CAC members can be removed from the committee at any time by a majority vote of the TPO Board.

(2) CAC Membership will be obtained as follows:

(a) Each member of the TPO Board elected body shall will nominate a member to the CAC who is representative of his/her respective jurisdiction for the purpose of representing citizens from their respective jurisdiction. The TPO Board appointment appointment elected body nominated membership will constitute 19 of the 25 CAC voting member seats. AllThe nominations are subject to ratification by a majority vote at a regular TPO board meeting at which a quorum is present. Members of CAC shall serve at the pleasure of the TPO members who nominate them. TPO staff will correspond with newly elected officials who have been selected to serve on the TPO board regarding this CAC membership recruitment process. The nomination of CAC members by TPO board members will represent the TPO Study Metropolitan Planning Area as follows:

Okaloosa County	4
Walton County	3
City of Crestview	3
City of Fort Walton Beach	2
City of Destin	2
City of Valparaiso	1
City of Niceville	1
City of Mary Esther	1
City of DeFuniak Springs	1
City of Freeport	1

The number of representatives for each area is based on apportionment urban population

(b) Six (6) At-Large Members, representing each of the two counties within the TPO Study Metropolitan Planning Area, to serve terms as listed in section one (1) of CAC membership. TPO staff will research and correspond with local interest/advocacy groups or organizations to serve terms as listed in section one (1) of CAC membership that represent the various segments of the Okaloosa-Walton TPO Study Metropolitan Planning Area population.

(2) A~~There is a~~ limit of twenty-five (25) Voting Members who may serve on the CAC.

(3) Voting Members shall not be elected officials or employees of public or private agencies directly involved in transportation or land-use planning.

~~(4) Non-Voting members represent the Emerald Coast Regional Council (ECRC) and Florida Department of Transportation District Three Planning Office.~~

~~(5) Non-Voting members shall not have the right to present or second motions, or to vote on motions before the CAC. They are entitled to participate in all other functions to the same~~

~~extent as other members.~~

~~(6)(4)~~ Prospective new members whether nominated by TPO board member, TPO staff, or local interest/advocacy group, must complete and apply along with a resume or Background Form to the TPO staff for TPO consideration. Prospective new members must have read and understood all provisions in the application form. Prospective new members will be available for questions, if possible, from the appropriate committee and the TPO.

~~(7)(5) Each CAC member is expected to demonstrate his or her interest in TPO planning activities by regular attendance of CAC meetings, except for unavoidable reasons. Any member who expects to be absent from a meeting shall inform the TPO staff as soon as practicable to receive an excused absence.~~ Three (3) consecutive unexcused absences will invoke the membership removal process. A member who misses three (3) consecutive meetings will require the nominating board member be notified of absences. The nominating board member will determine if appointed CAC member is still able to serve, if not then appoint another citizen to the CAC.

3.04 CAC OFFICERS AND ELECTIONS

- (1) The officers of the CAC shall be the Chair~~man~~ and Vice-Chair~~man~~. The officers shall be Voting Members elected by the CAC membership.
- (2) The Chair~~man~~ shall preside at CAC meetings and be prepared to cover the agenda (with staff assistance) at the CAC meeting.
- (3) In the absence or incapacity of the CAC Chair~~man~~, the Vice-Chair~~man~~ shall assume the duties of the Chair~~man~~. In the absence of the CAC chair~~man~~ and vice-chair~~man~~, the CAC staff representative shall determine whether a quorum is present, and in that event, shall call for election of a temporary chair~~man~~. Upon the arrival of the chair~~man~~ or vice-chair~~man~~, the temporary chair~~man~~ shall relinquish the chair upon conclusion of the business immediately before the CAC.

~~(4)~~ Nominations and election of officers shall be part of the regular monthly meeting in June (or in the event there is not a meeting in June, the election shall take place at the next CAC meeting). In the event of multiple nominations for an officer position, the staff will ask for a roll call vote, the majority winner shall be the new officer. Newly elected officers shall assume their duties at the next meeting following the election.

~~(4)(5)~~ Officer positinsThey shall hold office for one fiscal year, or until their successors are elected, and they shall be eligible for reelection.

~~(5)~~ The CAC Chairman shall appoint a Nominating Committee at the regular CAC meeting in May (or in the event there is not a meeting in May, the appointment shall take place at the next CAC meeting). The Nominating Committee shall report their recommended candidates for officers at the next CAC meeting. Nominations may also be made from the floor.

~~(6) Election of officers shall be by a majority vote of the CAC Voting Members present.~~

~~(7)~~(6) In the event that ~~either the~~Chairman of Vice-Chairman position becomes vacant, a replacement shall be elected at the next scheduled CAC meeting.

3.05 CAC REGULAR MEETINGS

(1) Regular meetings of the CAC shall be held as needed, at a time and place designated by the CAC TPO Chairman; normally the same day as the TPO meeting is scheduled.

(2) In the event that the CAC Chairman wishes to cancel or change the meeting time of a regular CAC meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.

(3) Seven (7) days prior to a regular CAC meeting, public notice and tentative agendas shall be sent to the members of the CAC and local media services.

~~(4) CAC Subcommittee meetings shall have the same meeting requirements as regular CAC meetings.~~

3.06 CAC SPECIAL MEETINGS

(1) A special meeting of the CAC may be called by the CAC Chairman or a majority of the Voting Members at a regular CAC meeting. Each member of the CAC shall receive a notification of such special meeting stating the date, hour and place of the meeting and the purpose for which such meeting is called, and no other business shall be transacted at that meeting.

(2) In the event that the CAC Chairman wishes to cancel or change the meeting time of a special CAC meeting, advance notice of such cancellation or change shall be made as soon as practicable or at least twenty-four (24) hours prior to when such meeting was to have taken place.

(3) Seven (7) days before such special meeting, public notice shall be given of the date, hour and place of the special meeting including a statement of the general subject matter to be considered.

3.07 CAC EMERGENCY MEETINGS

(1) An emergency meeting of the CAC may be called by the Chairman when in his or her opinion, an emergency exists which requires immediate action by the CAC. When such a meeting is called, each CAC member shall be notified, stating the date, hour and place of the meeting and the purpose for which it is called, and no other business shall be transacted

at that meeting. At least a twenty-four (24) hour advance notice of such emergency meeting shall be given before the time the meeting is held.

- (2) If after reasonable diligence, it becomes impossible to give notice to each CAC member, such failure shall not affect the legality of the emergency meeting if the Chair~~man~~ deems a quorum is present. The minutes of each emergency meeting shall show the manner and method by which notice of such meeting was given to each member of the CAC or shall show a waiver of notice.

3.08 CAC WORKSHOPS

- (1) A workshop may be called by the CAC and may be scheduled before, during or after a regular meeting at the same meeting place or may be scheduled at another time and place.
- (2) Public notice shall be given to each CAC member stating the date, hour and place of the workshop including a statement of the general subject matter to be considered as per the public participation plan.
- (3) No formal business, for which notice has not been given, shall be transacted at such workshops.

3.09 CAC MEETING AGENDA

- (1) There shall be an official agenda set by the TPO staff and approved by the TPO Board Chair for every meeting of the CAC, which shall determine the order of business conducted at the meeting.
- (2) Requests for agenda changes to any CAC meeting must be received by TPO staff and approved by the TPO Board Chair ~~the Chairman (or TPO staff)~~ at least one (1) working day prior to the meeting date. The CAC shall not take action upon any matter, proposal or item of business not listed on the official agenda; however following call to order, the CAC Chairman may authorize addition of new business to the agenda with the approval of two thirds (2/3) of the Voting Members present.
- (3) No agenda item listed on the CAC agenda for vote thereon may be deferred until a later time unless two-thirds (2/3) of the Voting Members present shall vote in favor of such deferral.
- ~~(4) — A CAC member, the TPO or the TPO staff may place matters on the CAC agenda.~~
- ~~(5) — This rule is not applicable to special or emergency meetings.~~

3.10 CAC OFFICIAL ACTIONS

- (1) As an advisory committee to the TPO, all CAC recommendations shall be in the form of recommendations to the TPO Board and not to other governmental entities, including FDOT, private organizations, or individuals. The CAC shall have the authority, however, to adopt motions to request information ~~and studies~~ to assist in formulating a recommendation to the TPO.
- (2) All official actions of the CAC shall be by adoption of motions as follows:
 - (a) Action by adoption of a motion to recommend the TPO Board approve a resolution shall occur for all matters where adoption of a resolution is required by federal or state regulations and any other matters deemed by the TPO to be of sufficient importance to warrant adoption by a formal resolution; and
 - (b) All other actions of the CAC shall be by adoption of a motion.
- (3) All official actions of the CAC shall be recorded in the minutes and kept in the TPO's permanent files. Verbatim minutes are not required but minutes shall include an accurate summary of discussions and actions taken.

3.11 CAC CONDUCT OF MEETINGS

- (1) All CAC meetings shall be consistent with the Florida Sunshine Law and open to the public and press.
- (2) Roberts Rules of Order shall be followed at all CAC meetings.
- (3) The CAC ~~is a very large committee and the CAC~~ Chair~~man~~ shall have the authority to determine when a representative number of members are present to declare a quorum and conduct committee business. Virtual attendees do not count towards a quorum but shall be allowed to vote if an in-person quorum is determined. No official action shall be taken unless the CAC Chair~~man~~ declares there is a quorum present. ~~No resolution or motion shall be adopted by the CAC except upon the affirmative vote of the majority of the members present.~~
- (4) The CAC Chair~~man~~ may adjourn the meeting if he or she determines that no quorum is in attendance fifteen (15) minutes after the hour appointed for the meeting. In that event, those members present may, by unanimous agreement, with staff assistance, select another hour or day to meet. Those members present may by unanimous agreement elects to continue the meeting as a workshop to discuss items on the agenda as per paragraph 3.08. The names of the members present and their action at such meeting shall be recorded in summary minutes.

(5) All meetings of the CAC shall be conducted in accordance with the following:

~~(a) — The Chairman shall preside at all CAC meetings at which he or she is present;~~

~~(b) — The Chairman shall take the chair at the hour appointed for the meeting, and shall call the CAC to order immediately;~~

~~(c) — In the absence of the Chairman, the Vice Chairman shall preside;~~

~~(d) — The Chairman shall state every question coming before the CAC and announce the decision of the CAC on all matters;~~

~~(e) — A majority vote of the members present shall govern and conclusively determine all questions of order not otherwise covered;~~

~~(f)~~(a) When a conflict of interest exists, it shall be declared by the member(s) with a conflict upon opening of discussion of a matter by the CAC. Any member of the CAC who has a conflict of interest on a matter is required to fill out the necessary Conflict of Interest Form that will be attached to the minutes for the meeting and shall be deemed absent for the purpose of constituting a quorum, voting or for any other purpose for that particular matter only;

~~(g)~~(b) No member may abstain from voting on any matter unless a conflict of interest is declared.

~~(h)~~(c) The CAC vote upon any resolution or motion may be by a voice vote, unless the Chair~~man~~ or any member requests that a show of hands or a roll call vote be taken;

~~(i)~~(d) Upon every CAC roll call vote the TPO staff representative shall call the roll, tabulate the votes, and announce the results;

~~(j)~~(e) The minutes of prior CAC meetings shall be approved by a majority of the members present and upon approval shall become the official minutes;

~~(k)~~(f) Unless a reading of the minutes of a CAC meeting is requested by a majority of the CAC members present, the minutes shall not be read for approval provided the TPO staff delivers a copy thereof to each CAC member at least two (2) full working days prior to the meeting;

~~(l)~~(g) Each person, other than TPO staff members, who addresses the CAC shall give the following information for the minutes;

- (1) name;
- (2) address;
- (3) representing;

~~(m)~~(h) Unless further time is granted by the CAC Chair~~man~~, each person shall limit his or her

address to three (3) minutes; and

- ~~(n)~~(i) All remarks shall be addressed to the CAC as a body and not to any member thereof. No person, other than CAC members, and the persons having the floor, shall be permitted to enter into any discussion, either directly or through a member, without permission of the Chair~~man~~. No question shall be asked a CAC member except through the Chair~~man~~.

3.12 CAC CITIZENS' PUBLIC PARTICIPATION

- (1) ~~Citizens' involvement~~Public participation in the TPO transportation planning process is encouraged and any ~~member of the public~~citizen shall be entitled to ~~be placed on the official agenda of~~speak during public forum of a regular meeting of the CAC ~~on agenda items and be heard concerning any matter within the scope of the jurisdiction of the TPO.~~
- (2) The regular CAC meeting agenda shall include a "Public Forum" agenda item to provide an opportunity for citizens to address the CAC at each CAC meeting for any item including agenda action items. ~~In addition, the CAC Chairman may recognize citizens to speak on agenda items immediately following discussion by the CAC and prior to a vote on the matter by the CAC.~~

3.13 CAC TPO CORRESPONDENCE AND POSITIONS OF COMMITTEE MEMBERS

- 4 TPO stationery and stationery which resembles the official TPO stationery, is only to be used in correspondence by the TPO chair and the TPO staff. Any and all correspondence on TPO stationery or any stationery resembling TPO stationery shall never be used to present any position that contradicts the official policy or position of the Florida-AlabamaOkaloosa-Walton TPO.
- 5 Any correspondence conducted by individual TPO (TCC or CAC) members concerning TPO matters shall be represented as individual comments and opinions. Only when a position has been adopted by the TPO Board as a whole shall it be represented as the opinion of the TPO Board.

3.13 CAC SUBCOMMITTEES

~~CAC Subcommittees may be designated by the CAC as necessary to investigate and report on specific subject areas of interest to the CAC.~~

3.14 CAC ADMINISTRATION

- (1) The Emerald Coast Regional Council (ECRC) Transportation staff shall serve as the planning staff of the CAC.

- (2) The ECRC Transportation staff is responsible for producing all notices and agendas for CAC meetings and recording the minutes of all meetings.
- (3) The ECRC staff shall furnish a recording secretary for all CAC meetings.
- (4) The ECRC staff shall prepare, duplicate, and distribute all materials necessary for CAC meetings.
- (5) All official actions of the CAC are to be recorded and kept in permanent minute files by the ECRC. These files shall be open to public inspection during regular office hours at the ECRC/TPO office.

ENCLOSURE I

ENCLOSURE I TPO ONLY

SUBJECT: Nomination and Election of TPO Board, TCC, and CAC Chair and Vice Chair for FY 2025

ORIGIN OF SUBJECT: TPO Bylaws

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The TPO and advisory committee bylaws state that a chair and a vice chair shall be named to serve from July 1, 2024-June 30, 2025, at the June meeting each year.

Attached are the following:

- TPO and Advisory Committee Rosters

RECOMMENDED ACTION: Approval of a motion electing a chair and a vice chair for FY 2025 for the TPO, TCC and CAC. This action is recommended to have newly elected officers in place by July 1, 2024, to serve throughout FY 2025. Please contact Ms. Mary Beth Washnock, TPO Coordinator, at marybeth.washnock@ecrc.org if additional information is needed.

Board Membership

TITLE	NAME	ORGANIZATION	EMAIL	PHONE
Commissioner	Nathan Boyles, CHAIR	Okaloosa County Commission	nboyles@co.oklaoosa.fl.us	(850) 689-5030
Council Member	Anthony Vallee, VICE-CHAIR	DeFuniak Springs	councilseat5@defuniaksprings.net	(850) 520-8201
Mayor	J.B. Whitten	Crestview	jbwhitten@cityofcrestview.org	(850) 682-3812
Council Member	Joe Blocker	Crestview	joeblocker@cityofcrestview.org	(850) 683-0987
Council Member	Andrew Rencich	Crestview	andrew.rencich@cityofcrestview.org	(850) 682-1560 Ext. 262
Council Member	Torey Geile	Destin	tgeile@cityofdestin.com	(850) 837-4242
Mayor	Bobby Wagner	Destin	bwagner@cityofdestin.com	(850) 837-4242
Mayor	Dick Rynearson	Fort Walton Beach	drynearson@fwb.org	(850) 499-5955
Council Member	Travis Smith	Fort Walton Beach	tsmith@fwb.org	(850) 218-2510
Council Member	Tracey Dickey	Freeport	tdickey@freeportflorida.gov	(850) 835-2822
Council Member	April Sutton	Mary Esther	cmbrsutton@cityofmaryesther.com	(850) 865-3326



Board Membership

TITLE	NAME	ORGANIZATION	EMAIL	PHONE
Mr.	James T. Wood	MidBay Bridge Authority	armyguyindestin@embarqmail.com	
Council Member	Bill Schaetzle	Niceville	wschaetzle@niceville.org	(850) 884-2412
Commissioner	Carolyn Ketchel	Okaloosa County Commission	cketchel@myokaloosa.com	(850) 651-7105
Commissioner	Mel Ponder	Okaloosa County Commission	mponder@myokaloosa.com	(850) 651-7105
Commissioner	Paul Mixon	Okaloosa County Commission	pmixon@myokaloosa.com	(850) 689-5030
Commissioner	Christine Wasdin	Valparaiso	cwasdin@valp.org	(703) 304-4890
Commissioner	Donna Johns	Walton County Commission	johdonna@co.walton.fl.us	(850) 835-4834
Commissioner	Danny Glidewell	Walton County Commission	glidanny@co.walton.fl.us	(850) 890-4020
Commissioner	William "Boots" McCormick	Walton County Commission	mccboots@co.walton.fl.us	(850) 835-4860



Technical Coordinating Committee Membership

NAME	ORGANIZATION	DEPARTMENT	EMAIL	PHONE
Scott Bitterman - Chair	Okaloosa County	Public Works Department	sbitterman@my.okaloosa.com	(850) 423-4863
Latilda Hughes-Neel - Vice Chair	Freeport	Planning Department	lhughes-need@freeportflorida.gov	(850) 835-2822
Jayce Vanderford	Crestview	Planning Department	jaycevanderford@cityofcrestview.org	(850) 682-1560 Ext. 122
Kyle Lusk	Crestview	Engineering Department	kylelusk@cityofcrestview.org	(850) 682-6132 Ext. 128
Chris Wallace	DeFuniak Springs	Planning Department	planningdirector@defuniaksprings.net	(850) 892-8571
Jeff Cozadd	Destin	Projects and Grants Department	jcozadd@cityofdestin.com	(850) 279-4228
Vacant	Eglin Air Force Base			
Beckie Williams	Florida Department of Children and Families	ACCESS Administration	beckie_williams@dcf.state.fl.us	(850) 833-3800
Chris Frasseti	Fort Walton Beach	Community Redevelopment Agency	cfrasseti@fwb.org	(850) 833-9604
Tim Gibson	Fort Walton Beach	Construction Engineering Department	tgibson@fwb.org	(850) 833-9599
Scott Davidson	Hurlburt Field	Community Planning Department	scott.davidson.8@us.af.mil	(850) 884-3798
Robert Herbsteith	Mary Esther	Code Enforcement Department	code@cityofmaryesther.com	(850) 243-3566
Van Fuller	Mid-Bay Bridge Authority	Director's Office	van.fuller@mid-bay.com	(850) 897-1428
Johnathan Laird	Niceville	Public Works Department	jlaird@niceville.org	(850) 279-6436 Ext. 2003



Technical Coordinating Committee Membership

NAME	ORGANIZATION	DEPARTMENT	EMAIL	PHONE
Kristin Shell	Niceville	City Manager's Office	kshell@cityofniceville.gov	(850) 459-5186
Abra McGill	Okaloosa County	Growth Management Department	amcgill@co.okaloosa.fl.us	(850) 609-7004
Dennis "DJ" Fields	Okaloosa County	Sheriff's Department	dfields@sheriff-okaloosa.org	(850) 259-0037
Tracy Stage	Okaloosa County Airports	Director's Office		(850) 651-7164
Roger Rogers	Okaloosa County Airports		rrogers@myokaloosa.com	(850) 651-7160 Ext. 1055
Bill Smith	Okaloosa County School District	Director's Office	smithb@okaloosaschools.com	(850) 301-3024
Vacant	Shalimar			
Joel Paul	Tri-County Community Council	Director's Office	joelpaul.tccc@mchsi.com	(850) 547-3689
Joseph Preston	Walton County	Emergency Management	jpreston@waltonso.org	(850) 892-8186
Chance Powell	Walton County		powchance@co.walton.fl.us	(850) 892-8108
Anna Hudson	Walton County	Planning and Development Department	hudanna@co.walton.fl.us	(850) 892-8108
Michelle B. Dogget	Walton County School District	Facilities Planning and Construction	doggettm@walton.k12.fl.us	(850) 892-1100 Ext. 1811
Jim Hicks	Walton County School District	Transportation Services	HicksJ@walton.k12.fl.us	(850) 892-1100 Ext. 1647

Citizens' Advisory Committee Membership

NAME	REPRESENTING	APPOINTED BY	EMAIL	PHONE
Alexander Barthe, CHAIR	Crestview	N/A - At Large	Abarthe2135@theupsstore.com	(850) 791-4517
Amy Jamieson, VICE CHAIR	Fort Walton Beach	Mayor Dick Rynearson	dreams@gnet.net	(850) 240-4669
Bill Cox	Crestview	Council Member Joe Blocker	cviewbil@aol.com	(850) 225-7959
Wanjiku Jackson	Crestview	Council Member Andrew Rencich	wkjackson@gmail.com	(850) 259-2800
Yvonne Shanklin	Crestview	Mayor J. B. Whitten	ychef@hotmail.com	(850) 974-0669
Yvonne Earle	Fort Walton Beach	N/A - At Large	tvplus4@aol.com	(850) 863-1530 Ext. 230
Robert J. Rennie	Fort Walton Beach	N/A - At Large	Robbrennie@mac.com	(617) 306-7010
Gary Adams	Freeport	Council Member Elizabeth Haffner	garyjadams725@gmail.com	(404) 680-2686
Don Cleveland	Holt	N/A - At Large	Cleveland1954@embarqmail.com	(850) 225-8425
Matthew Cox	Niceville	N/A - At Large	mc2098610@yahoo.com	(850) 678-3483
Steven J. Czonstka	Niceville	N/A - At Large	czonstka@cox.net	(850) 897-4775
Doug Tolbert	Niceville	Council Member Cathy Alley	douglas.tolbert@cox.net	(850) 226-9629
Harrison Harsch	Okaloosa County	Commissioner Pat Mixon	Harrison.Harsch@gmail.com	(850) 331-8566
Catherine F. Ward	Okaloosa County	Commissioner Nathan Boyles	Chownings@aol.com	(850) 758-8414



Citizens' Advisory Committee Membership

NAME	REPRESENTING	APPOINTED BY	EMAIL	PHONE
Vacant	Walton County	Commissioner Donna Johns		
Megan Harrison	Walton County	Commissioner Boots McCormick	ceo@waltonareachamber.com	(850) 830-0527
Neill O'Connell	Walton County	Commissioner Danny Glidewell	neill@oconnellengineers.com	(850) 403-4555
Hunter Harmon	Walton County	Commissioner Tony Anderson	hunter@bpfla.com	(850) 598-7011

PRESENTATION ITEMS

ENCLOSURE J

ENCLOSURE J

ALL COMMITTEES

SUBJECT: Emerald Coast Safety Action Plan for the Safe Street and Roads for All (SS4A) Grant Update

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 will include 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 is analyzed and incorporated into the plan. Overlapping jurisdictions are included in the process. Plans and processes are coordinated and aligned with other governmental plans and planning processes to the extent practical.

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

RECOMMENDED ACTION: **This item is for information only.** Please contact Ms. Jill Nobles, ECRC staff, if additional information is needed at jill.nobles@ecrc.org or (850) 332-7976, ext. 212.

ENCLOSURE K

ENCLOSURE K ALL COMMITTEES

SUBJECT: Smart Regions Master Plan Update

ORIGIN OF SUBJECT: ECRC and Okaloosa-Walton TPO Unified Planning Work Program (UPWP) Task 5: Plans and Studies

LOCAL GOVERNMENT ACTION NEEDED: None

BACKGROUND: The Florida-Alabama TPO approved the Smart Regions Master Plan Scope of Services and authorized the ECRC CEO to issue a Notice to Proceed to Kimley-Horn at the February 2024 TPO meeting. The Florida-Alabama TPO, in partnership with ECRC, will develop an implementation plan to further ECRC and the three TPOs in the region's efforts in advancing technological infrastructure needed to achieve Vision Zero and develop a Smart Regions Master Plan based on existing infrastructure and opportunities to understand and/or solve problems using technology.

Kimley-Horn will provide an update on the plan at the June TPO and advisory committee meetings.

RECOMMENDED ACTION: **This item is for information only.** Please contact Jill Nobles, ECRC staff, at (850) 332-7976, Ext. 212 or jill.nobles@ecrc.org if additional information is needed.

INFORMATION ITEMS

ENCLOSURE L

ENCLOSURE L - INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC April 2024 Meeting Minutes
2. O-W TPO April 2024 Actions Report
3. Documentation RE: Designation of Okaloosa County for 5307 Grant
4. Letter from Niceville/Valparaiso Chamber of Commerce
5. Letter of Support to FDOT for Around the Mound project
6. Letter of Support to FDOT for Destin Crosstown Connector
7. Letter of Support for PPPP Prioritization Grant
8. 2024 O-W TPO Meeting Schedule

OKALOOSA – WALTON TECHNICAL COORDINATING COMMITTEE

MEETING MINUTES

Okaloosa Administration Building, 1250 N. Eglin Parkway, Shalimar, FL 32579

April 18, 2024

MEMBERS IN ATTENDANCE:

Latilda Hughes-Neel -Vice Chair	Freeport
Jeff Cozadd	Destin
Tim Gibson	Fort Walton Beach
Scott Davidson	Hurlburt Field
Kristin Shell	Niceville
Chance Powell	Walton County
Anna Hudson	Walton County
Michelle B. Dogget	Walton County School District
Joseph J. Fulghum	Okaloosa County Sheriff's Office
Samnatha Graves	City of Freeport
Jack Kiger	Eglin Airforce Base
Chris Wallace	DeFuniak Springs

MEMBERS NOT IN ATTENDANCE:

Scott Bitterman - Chair	Okaloosa County
Beckie Williams	Florida Department of Children and Families
Chris Frasseti	Fort Walton Beach
Robert Herbstreith	Mary Esther
Van Fuller	Mid-Bay Bridge Authority
Abra McGill	Okaloosa County
Tracy Stage	Okaloosa County Airports
Roger Rogers	Okaloosa County Airports
Bill Smith	Okaloosa County School District
Joel Paul	Tri-County Community Council
Joseph Preston	Walton County
Jim Hicks	Walton County School District

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Cory Wilkinson	HDR
Scott Davidson	Hurlburt Field
Christy Johns	FDOT
Anthony Vallee	DeFuniak Springs
Schoen	Walton County
Councilman Bill Schaetzle	City of Niceville
Commission Danny Glidewell	Walton County

EMERALD COAST REGIONAL COUNCIL STAFF:

Austin Mount
Mary Beth Washnock
Tiffany Bates
Leandra Meredith
Angela Bradley
Gary Kramer
Jill Nobles
Katie Fults
Tammy Neal
Virtual Attendance
Gabrielle McVoy
Jill Strickler

CALL TO ORDER/PLEDGE

Vice Chair Latilda Hughes-Neel called the meeting to order.

APPROVAL OF AGENDA

PUBLIC FORUM: There were no speakers.

FDOT UPDATES: *None*No update was provided.

CONSENT AGENDA:

1. **ALL COMMITTEES: Approval of February 2024 Meeting Minutes**
2. **ENCLOSURE A – Consideration of Resolution O-W 24-04 Adopting the Fiscal Year (FY) 2025 – FY 2026 Okaloosa-Walton Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP)**
3. **ENCLOSURE B – Consideration of Resolution O-W 24-06 Issuing a Letter of Support for Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application**

Tim Gibson moved to approve the February 2024 TCC meeting minutes and recommend the TPO approve the remaining consent agenda items. Chance Powell seconded the motion, and it was unanimously approved.

ACTION ITEMS:

1. **ENCLOSURE C - ALL COMMITTEES – ROLL CALL VOTE Consideration of Resolution O-W 24-05 Amending the Okaloosa-Walton 2045 Long Range Transportation Plan to Include (1) Destin Cross-Town Connector in the Cost Feasible Plan, (2)**

West 98 Collector in the Needs Plan, (3) JW Hollington Connector Road in the Needs Plan, (4) Mack Bayou to Sandestin Lane Connector Road in the Needs Plan, (5) CR 3280 Extension in the Needs Plan, and (6) Freeport Waterfront Improvements in the Needs Plan – *Jill Nobles, ECRC Staff*

Jill Nobles presented the recommended LRTP amendments.

Chris Wallace moved to recommend the TPO authorize the TPO chair to sign Resolution FL-AL 24-05 amending the O-W 2045 LRTP. Jeff Cozadd seconded the motion, and it was unanimously approved.

- 2. ENCLOSURE D - ALL COMMITTEES – Consideration of Resolution O-W 24-03 Adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program– *Jill Nobles, ECRC Staff***

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

Chance Powell moved to recommend the TPO authorize the TPO chair to sign Resolution O-W 24-03 adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program. Michelle Dogget seconded the motion, and it was unanimously approved.

- 3. ENCLOSURE E - ALL COMMITTEES – Consideration of Approval of Letter of Support for Fort Walton Beach “Around the Mound” Project – *Austin Mount, ECRC Staff***

Austin Mount presented a letter of support for the Fort Walton Beach “Around the Mound” project design and recommended a recommendation for the TPO chair to sign it. This action was recommended to communicate the TPO board’s endorsement of a local cost share/pledge towards the proposed project.

Tim Gibson moved to recommend the TPO authorize the TPO chair to sign a letter of support for the Fort Walton Beach “Around the Mound” project. Michelle Dogget seconded the motion, and it was unanimously approved.

- 4. ENCLOSURE F - ALL COMMITTEES – Consideration of Approval of Letter of Support for Destin Crosstown Connector- *Austin Mount, ECRC Staff***

Austin Mount presented a letter of support for the City of Destin's Crosstown Connector and recommended a recommendation for the TPO chair to sign it. This action was recommended to communicate the TPO board's endorsement of a local cost share/pledge towards the proposed project.

Jeff Cozadd moved to recommend the TPO authorize the TPO chair to sign a letter of support for the Destin Crosstown Connector. Chance Powell seconded the motion, and it was unanimously approved.

5. ENCLOSURE G – ALL COMMITTEES – Consideration of Resolution O-W 24-07 Amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws – Austin Mount, ECRC Staff

Austin Mount presented the recommended changes to the O-W TPO and advisory committees' bylaws. The most recent update was a change to the TPO's quorum requirement, and it occurred on January 13, 2021.

Chance Powell moved to recommend the TPO authorize the TPO chair to sign O-W 24-07 amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws. Tim Gibson seconded the motion, and it was unanimously approved.

PRESENTATIONS:

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

Jill Nobles presented the Smart Regions Master Plan.

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

Angela Bradley presented the FGT presentation and stated that the original prioritization of regional trails was completed by the Council and provided to the Department of Transportation in March 2016. At the time, only seven regional trails were identified within the Florida Greenways and Trails System (FGTS). Currently, there are 14 regional trails identified within the FGTS. Because of the additional statutory language, the Council will be developing a prioritized/reprioritized list of the current regional trails. Jessica Paul informed the board that ECRC presented two proposed trail projects to be ranked by the Florida Greenways and Trails Council on March 27, 2024. The Great Northwest Coast Connector and the US 90 Trail Corridor.

3. ENCLOSURE J – ALL COMMITTEES – Review of Draft O-W TPO FY 2025 – 2029 Transportation Improvement Program – *Gary Kramer, ECRC Staff*

Gary Kramer presented the draft O-W TPO FY 25-29 TIP. Gary Kramer said that this item will be up for adoption in June.

4. ENCLOSURE K – ALL COMMITTEES – Review of Draft O-W TPO 2026 – 2030 Project Priorities – Gary Kramer, ECRC Staff

Jill Nobles presented the draft O-W TPO FY 26-30 Project Priorities. This item will be up for adoption at the June TPO meeting.

INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC February 2024 Meeting Minutes
2. Joint TPO February 2, 2024 Workshop Summary
3. O-W TPO February 2024 Actions Report
4. 2024 O-W TPO Meeting Schedule

OTHER BUSINESS: The next O-W TPO meeting will be held on June 20, 2024, at 3:00 p.m. The CAC will meet at 9:30 a.m. and the TCC will meet at 1:30 p.m. All meetings will be held at the **Okaloosa Admin Building**, 1250 N. Eglin Pkwy., Shalimar, FL 32579.

ADJOURNMENT:

Stay up to date with TPO events and activities on Facebook:

www.facebook.com/EmeraldCoastRegionalCouncil or by subscribing to the Okaloosa-Walton TPO Interested Parties list : <http://eepurl.com/dqlsyH>

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability, or family status. Reasonable accommodations for access will be made in accordance with the American with Disabilities Act and for languages other than English. Please notify ECRC Public Involvement of any special requirements or requests at publicinvolvement@ecrc.org or email Leandra Meredith at 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) 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.

OKALOOSA – WALTON CITIZENS’ ADVISORY COMMITTEE

MEETING MINUTES

Okaloosa Administration Building, 1250 N. Eglin Parkway, Shalimar, FL 32579

April 18, 2024

MEMBERS IN ATTENDANCE:

Alexander Barthe, CHAIR
Amy Jamieson, VICE CHAIR
Bill Cox
Yvonne Earle
Robert J. Rennie
Don Cleveland
Doug Tolbert
Catherine F. Ward

Virtual Attendance:

Wanjiku Jackson
Harrison Harsch

MEMBERS NOT IN ATTENDANCE:

Yvonne Shanklin
Gary Adams
Matthew Cox
Steven J. Czonstka
Neill O’Connell
Hunter Harmon

OTHERS IN ATTENDANCE:

Bryant Paulk	FDOT
Cory Wilkinson	HDR
Scott Davidson	Hurlburt Field
Christy Johns	FDOT
Anthony Vallee	DeFuniak Springs
Terry Shaw	Kinley Horn

EMERALD COAST REGIONAL COUNCIL STAFF:

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

Tammy Neal
Virtual Attendance
Gina Watson

CALL TO ORDER/PLEDGE

Chair Bathe called the meeting to order.

APPROVAL OF AGENDA

PUBLIC FORUM: *None*

FDOT UPDATES: Chair Barthe asked for an update on the signals at SR 85 at US 90 and Antioch and US 90. Christy Johnson stated that the parts have been ordered but there is still not an update on those intersections. Chair Barthe also inquired about Highway 285 safety improvements and Christy Johnson stated that there was no update.

CONSENT AGENDA:

1. ALL COMMITTEES: Approval of February 2024 Meeting Minutes

Yvonne Earle noted two changes to the minutes, stating that the discussion about nepotism that she seconded stated that it passed, but it did not pass. (Note, the motion that passed was the motion to add the discussion about nepotism to the agenda. The motion regarding nepotism, specifically, did not pass. The minutes, as written, were correct). Yvonne Earle also stated that the minutes stated that the Eliza Jackson school was performing a study, but it was being conducted by the Safety Council. Mary Beth Washnock stated that the change would be made.

Yvonne Earle moved to approve the February CAC minutes as amended. Robert Rennie seconded the motion, and it was unanimously approved.

2. ENCLOSURE A – Consideration of Resolution O-W 24-04 Adopting the Fiscal Year (FY) 2025 – FY 2026 Okaloosa-Walton Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP)

3. ENCLOSURE B – Consideration of Resolution O-W 24-06 Issuing a Letter of Support for Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application

Bill Cox moved to recommend that the TPO approve the remaining consent items. . Amy Jamieson seconded the motion, and it was unanimously approved.

ACTION ITEMS:

1. **ENCLOSURE C - ALL COMMITTEES – ROLL CALL VOTE Consideration of Resolution O-W 24-05 Amending the Okaloosa-Walton 2045 Long Range Transportation Plan to Include (1) Destin Cross-Town Connector in the Cost Feasible Plan, (2) West 98 Collector in the Needs Plan, (3) JW Hollington Connector Road in the Needs Plan, (4) Mack Bayou to Sandestin Lane Connector Road in the Needs Plan, (5) CR 3280 Extension in the Needs Plan, and (6) Freeport Waterfront Improvements in the Needs Plan – *Jill Nobles, ECRC Staff***

Jill Nobles presented the recommended LRTP amendments.

Doug Tolbert moved to recommend the TPO authorize the TPO chair to sign Resolution FL-AL 24-05 amending the OW 2045 LRTP. Robert Rennie seconded the motion, and it was unanimously approved.

2. **ENCLOSURE D - ALL COMMITTEES – Consideration of Resolution O-W 24-03 Adopting the 2024 Transportation Alternatives (TA) Set-Aside Ranked Projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program– *Jill Nobles, ECRC Staff***

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

Bill Cox moved to recommend the TPO authorize the TPO chair to sign Resolution O-W 24-03 adopting the 2024 Transportation Alternatives (TA) Set-Aside ranked projects for FDOT District 3 Fiscal Year 2026 – 2030 Tentative Work Program. Robert Rennie seconded the motion, and it was unanimously approved.

3. **ENCLOSURE E - ALL COMMITTEES – Consideration of Approval of Letter of Support for Fort Walton Beach “Around the Mound” Project – *Austin Mount, ECRC Staff***

Austin Mount presented a letter of support for the Fort Walton Beach “Around the Mound” project design and asked that the CAC consider recommending the TPO’s approval.

Amy Jamieson moved to recommend the TPO authorize the TPO chair to sign a letter of support for the Fort Walton Beach “Around the Mound” project. Yvonne Earle seconded the motion, and it was unanimously approved.

4. **ENCLOSURE F - ALL COMMITTEES – Consideration of Approval of Letter of**

Support for Destin Crosstown Connector- *Austin Mount, ECRC Staff*

Austin Mount presented a letter of support for the City of Destin's Crosstown Connector and asked that the CAC consider recommending the TPO's approval.

Yvonne Earle moved to recommend the TPO authorize the TPO chair to sign a letter of support for the Destin Crosstown Connector. Robert Rennie seconded the motion, and it was unanimously approved.

5. ENCLOSURE G – ALL COMMITTEES – Consideration of Resolution O-W 24-07 Amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws – Austin Mount, ECRC Staff

Austin Mount presented the recommended changes to the O-W TPO and advisory committees' bylaws. The most recent update was a change to the TPO's quorum requirement, and it occurred on January 13, 2021. Yvonne Earle asked if the members online counted towards quorum. Austin Mount stated that it is a state law that virtual attendees don't count towards the quorum, but if there is a quorum physically present, the virtual attendees can vote.

Amy Jamieson moved to recommend the TPO authorize the TPO chair to sign O-W 24-07 amending the Okaloosa-Walton TPO, TCC, and CAC Bylaws. Robert Rennie seconded the motion, and it was unanimously approved.

PRESENTATIONS:

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

Terry Shaw presented the Smart Regions Master Plan. Chair Barthe asked if signalization falls under smart regions. Terry Shaw stated that there are opportunities on a state-wide basis for technology deployments as well as a federal grant program specifically dedicated to advanced technology deployments. Chair Barthe asked about further funds to help with projects such as Highway 285 safety improvements and better signalization such as flashing yellow caution lights at SR 85 and US 90 going over the overpass, as well as at the blind curve at Antioch and US 90.

Doug Tolbert stated that he noticed the recent FDOT initiative which added streetlights, they were all on wood poles and strung together with above ground wiring. He stated that it looked like they were pursuing quantity versus quality. He asked if that was part of the metric. Terry Shaw that aesthetics is very important, but sometimes the utilities will maintain the lights and will use their poles instead of going through FDOT.

Don Cleveland asked if the streetlight fixtures could be dark sky compliant fixtures to reduce overhead impact. Terry Shaw responded that it's associated with approaching aircraft. He stated that they primarily focus on energy conservation and making sure that they are using lighting to enhance safety. Terry Shaw added that they look at it from a safety standpoint and an energy standpoint.

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

Angela Bradley presented the FGT presentation and stated that the original prioritization of regional trails was completed by the Council and provided to the Department of Transportation in March 2016. At the time, only seven regional trails were identified within the Florida Greenways and Trails System (FGTS). Currently, there are 14 regional trails identified within the FGTS. Because of the additional statutory language, the Council will be developing a prioritized/reprioritized list of the current regional trails. Jessica Paul informed the board that ECRC presented two proposed trail projects to be ranked by the Florida Greenways and Trails Council on March 27, 2024. The Great Northwest Coast Connector and the US 90 Trail Corridor.

Chair Barthe asked if you had to overall quantify the difference between the Highway 90 corridor and the Great Northwest corridor, which would have the higher use, and which should be prioritized between the two. Angela Bradley stated that she thinks that the Great Northwest is used a lot and Walton County has planned for the corridor in that area. Chair Barthe asked if the organization should prioritize one. Angela stated that it will most likely come out of the plan and what the TPO and technical committee comes up with.

Yvonne Earle asked about the construction of the Bridge-to-Bridge path and if the construction would be done along with the Brooks Bridge project. Angela Bradley stated that she thinks it is fully funded and that it is a county project.

Wanjiku Jackson asked if one priority was selected over the other, how soon would it be available knowing that most of the population is on the northern side. Angela Bradley stated that ECRC staff requested the priorities be ranked and put on the Florida Greenways and Trails Network and then also asked it be put on FDOT's central network, so staff could plan, and local governments could ask for grants.

3. ENCLOSURE J – ALL COMMITTEES – Review of Draft O-W TPO FY 2025 – 2029 Transportation Improvement Program – *Gary Kramer, ECRC Staff*

Gary Kramer presented the draft O-W TPO FY 25-29 TIP and said this item will be up for adoption in June.

4. ENCLOSURE K – ALL COMMITTEES – Review of Draft O-W TPO 2026 – 2030 Project Priorities – Gary Kramer, ECRC Staff

Jill Nobles presented the draft O-W TPO FY 26-30 Project Priorities. This item will be up for adoption at the June TPO meeting.

INFORMATION ITEMS (no presentation necessary):

1. TCC and CAC February 2024 Meeting Minutes
2. Joint TPO February 2, 2024 Workshop Summary
3. O-W TPO February 2024 Actions Report
4. 2024 O-W TPO Meeting Schedule

OTHER BUSINESS: The next O-W TPO meeting will be held on June 20, 2024, at 3:00 p.m. The CAC will meet at 9:30 a.m. and the TCC will meet at 1:30 p.m. All meetings will be held at the Okaloosa Admin Building, 1250 N. Eglin Pkwy., Shalimar, FL 32579.

There was discussion about the importance of being persistent and taking information and discussion back to TPO members. Chair Barthe emphasized the importance of the projects the CAC discussed.

Chair Barthe discussed the importance of working with the military in the area. Chair Barthe discussed the major issues that the military families have in this area and discussed Project Sound.

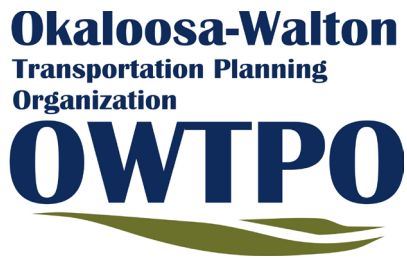
ADJOURNMENT:

Stay up to date with TPO events and activities on Facebook:

www.facebook.com/EmeraldCoastRegionalCouncil or by subscribing to the Okaloosa-Walton TPO Interested Parties list : <http://eepurl.com/dqlsyH>

Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability, or family status. Reasonable accommodations for access will be made in accordance with the American with Disabilities Act and for languages other than English. Please notify ECRC Public Involvement of any special requirements or requests at publicinvolvement@ecrc.org or email Leandra Meredith at 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) 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.



Nathan Boyles
Chairman

Anthony Vallee
Vice Chairman

P.O. Box 11399 • 32524-1399 Pensacola, FL • Street Address: 418 E. Gregory Street, Suite 100 • 32502
P: 850.332.7976 • 1.800.226.8914 • F: 850.637.1923 • www.ecrc.org

DATE: April 22, 2024

TO: Mr. Bryant Paulk, AICP, FDOT Urban Liaison
Ms. Christy Johnson, AICP, FDOT Urban Liaison

COPIES TO: TPO, TCC, and CAC Members

FROM: Mary Beth Washnock, TPO Coordinator

RE: TPO Actions Report – April 18, 2024

The following items were discussed and acted upon by the Okaloosa-Walton Transportation Planning Organization (TPO) at the April 18, 2024 meeting. The TPO requests the Florida Department of Transportation (FDOT) to share this report with the appropriate department directors and to act if requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

TPO ADMINISTRATION (ADD ON ITEM)

The TPO approved Resolution O-W 24-08 that stated:

1. The Executive Director of the ECRC is hereby formally censured by this body.
2. The ECRC executive board is hereby requested to make a full inquiry of the facts surrounding the above matters, provide a report upon the conclusion of said inquiry to this body and take such further actions relative to the Executive Director as said board deems just and appropriate following a full inquiry.

UNIFIED PLANNING WORK PROGRAM

The TPO approved Resolution O-W 24-04 adopting the Fiscal Year (FY) 2025 – FY 2026 Okaloosa-Walton Transportation Planning Organization (TPO) Unified Planning Work Program (UPWP). This action was recommended to ensure the work is in place with a supporting budget.

FHWA PRIORITIZATION PROCESS PILOT PROGRAM (PPPP) DISCRETIONARY GRANT APPLICATION

The TPO approved Resolution O-W 24-06 issuing a letter of support for the Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant application. This letter of support was recommended to participate in this grant application.



Staff to TPO “...planning for the future transportation needs of the Okaloosa-Walton Urbanized Area...”

2045 LONG RANGE TRANSPORTATION PLAN (LRTP)

The TPO approved Resolution O-W 24-05 to amend the Long Range Transportation Plan (LRTP) to include:

- Destin Cross-Town Connector (Cost Feasible Plan amendment)
- West 98 Collector (Cost Feasible Plan and Needs Plan amendment)
- JW Hollington Connector Road (Needs Plan amendment)
- Mack Bayou to Sandestin Lane Connector Road (Needs Plan amendment)
- CR 3280 Extension (Needs Plan amendment)
- Freeport Waterfront Improvements (Needs Plan amendment)

TRANSPORTATION ALTERNATIVE (TA) SET-ASIDE RANKED PROJECTS

The TPO approved Resolution 24-03 adopting the 2024 Transportation Alternative (TA) Set-Aside Ranked Projects as follows:

- Okaloosa County – 4th Avenue Sidewalk (from 2nd Street to 12th Street)
- Okaloosa County – Valley Road Sidewalk (from US 90 to Stillwell Boulevard)
- Walton County – Poinciana Boulevard Roadway and Drainage Improvement Project (from US 98 to Scenic Gulf Drive)

This action was recommended because all the requirements of the competitive process have been met.

BYLAWS

The TPO made a motion to table discussion of amending the by-laws. The chairman requested volunteers to serve on a committee to meet prior to the June meeting. The volunteers were: Councilman/Vice-Chair Anthony Vallee, Mayor Bobby Wagner, Councilwoman Teresa Hebert, Commissioner Paul Nixon, and Commissioner Boots McCormick.

LETTERS OF SUPPORT

The TPO approved a motion to authorize the TPO chair to sign a letter of support for the Fort Walton Beach “Around the Mound” project design. This action was recommended to communicate the TPO board’s endorsement of a local cost share/pledge towards the proposed project.

The TPO approved a motion authorizing the TPO chair to sign a letter in support of City of Destin Crosstown Connector. This action was recommended to communicate the TPO board’s endorsement of a local cost share/pledge towards the proposed project.

The next Okaloosa-Walton TPO meeting is **June 20, 2024, at 3:00 p.m.** The CAC will meet at 9:30 a.m. and the TCC will meet at 1:30 p.m. All meetings will be held at the **Okaloosa Admin Building, 1250 N. Eglin Pkwy., Shalimar, FL 32579.**



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 Suwannee Street
Tallahassee, FL 32399-0450

JARED W. PERDUE, P.E.
SECRETARY

May 13, 2024

Dr. Yvette G. Taylor
Regional Administrator
Federal Transit Administration Region IV
230 Peachtree Street, N.W., Suite 800
Atlanta, GA 30303

RE: Designation of Okaloosa County, Florida – as the designated recipient of Section 5307, Formula Grants for the Navarre - Miramar Beach - Destin, Florida, Urbanized Area.

Dear Dr. Taylor:

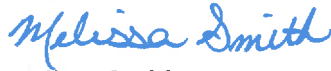
On March 19, 2024, the Okaloosa County, Florida, Board of County Commissioners, Transit Division requested that Okaloosa County, be the designated recipient of Section 5307 Formula Grants for the Navarre - Miramar Beach - Destin, Florida, urbanized area (UZA). A copy of this request, along with the Okaloosa-Walton Transportation Planning Organization's (TPO) authorizing Resolution No. O-W 23-16 dated June 15, 2023, and a letter from the Okaloosa County Administrator, dated March 26, 2024 in support of Okaloosa County, as the designated recipient of Federal Transit Administration (FTA) grants, and the opinion of counsel letter from the Okaloosa County Attorney's Office, dated March 20, 2024, are attached.

Also, please note that the Florida Department of Transportation (FDOT) is in receipt of your letters dated February 28, 2023, to Governor Ron DeSantis and to John Hofstad, Okaloosa County Administrator, regarding the FTA's allocation of Formula Grants to designated recipients of these funds based upon the 2020 Decennial Census for Urbanized Areas of 200,000 or more in Population. As a result of the 2020 census, Navarre - Miramar Beach - Destin, Florida, are now located in a large, urbanized area.

The FDOT, as the Governor's designee under sections 20.05(1)(a) and (b), 20.23(1)(a), and 341.051(1)(a), Florida Statutes, concurs with the request for Okaloosa County to be the designated recipient of Section 5307 Formula Grants.

If you have any questions regarding this information, please contact Gabe Matthews, Rail and Transit Manager, at (850) 414-4803.

Respectfully,



Melissa Smith
Chief of Modal Development

Enclosures:

Okaloosa County, Transit Division Request Letter.
Okaloosa-Walton Transportation Planning Organization Authorizing Resolution.
Okaloosa County, Letter from the County Administrator.
Okaloosa County, Attorney's Office Letter of Opinion of Counsel.
Federal Transit Administration Letter to Governor Ron DeSantis, State of Florida.
Federal Transit Administration Letter to John Hofstad, Okaloosa County Administrator.

Cc: Gabe Matthews, Rail and Transit Manager, Florida Department of Transportation.
Booker Tyrone Parker, Transit Division Manager, Okaloosa County, Florida.
John Hofstad, County Administrator, Okaloosa County, Florida.
Lynn M. Hoshihara, County Attorney, Okaloosa County, Florida
Mary Beth Washnock, Transportation Planning Manager, Okaloosa-Walton
Transportation Planning Organization.
Dudley Whyte, Deputy Regional Administrator, Federal Transit Administration.
Robert Sachnin, AICP, Director, Office of Planning & Program Development,
Federal Transit Administration.
David Powell, Director, Office of Financial Management & Program Oversight, Federal
Transit Administration.



Board of County Commissioners

Transit Division

March 19, 2024

Florida Department of Transportation
605 Suwannee St., MS 26
Tallahassee, FL 32399
Attn: Gabe Matthews, Rail and Transit Manager

Re: Request for Designated Recipient Designation

Dear Ms. Matthews,

Results from the 2020 United States Census were reviewed by the Federal Transit Administration (FTA), and consequently an increase in the Navarre-Miramar Beach-Destin urbanized area population was identified. FTA has identified that Navarre-Miramar Beach-Destin is now located in a large urbanized area. This increase in population will require the governor to select a new designated recipient or administer/allocate funds to new direct recipients and/or subrecipients.

In June 2023, the Okaloosa-Walton Transportation Planning Organization for the County of Okaloosa adopted a Resolution O-W 23-16, expressing concurrence with the selection of the County of Okaloosa as the designated recipient for FTA Section 5307 funds for the Navarre-Miramar Beach-Destin urbanized area. As a designated recipient, Okaloosa County is authorized to receive and accept current and future FTA funds for use in providing public transportation in Okaloosa County.

Your support in this designation is greatly appreciated. If you have any questions or need any additional information, please contact me at (850) 609-7003, or by email at tparker@myokaloosa.com.

Sincerely,

Booker Tyrone Parker
Transit Division Manager
Okaloosa County BCC – EC RIDER

RESOLUTION O-W 23-16

A RESOLUTION OF THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION IN SUPPORT OF CONTINUITY OF OKALOOSA BOARD OF COUNTY COMMISSIONERS AS THE DESIGNATED RECIPIENT FOR FEDERAL AND/OR STATE FUNDING FOR PROJECTS THAT CONTRIBUTE TO THE IMPLEMENTATION OF TRANSPORTATION SERVICES WITHIN THE TRANSPORTATION PLANNING ORGANIZATION URBANIZED AREA

WHEREAS, the Okaloosa-Walton 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 Okaloosa-Walton Metropolitan Planning Area; and

WHEREAS, The Federal Transit Administration has identified that Navarre, Miramar Beach, and Destin are now located in a Large Urbanized Area (UZA) which has a population of 200,000+. The Transportation Planning Organization provides oversight for the development and integrated management and operation of transportation systems and facilities, including public transit, pedestrian walkways and bicycle transportation facilities that utilize a process for developing such plans that provide consideration of all modes of transportation; that shall be continuing, cooperative and comprehensive, to the degree appropriate, based on the complexity of transportation problems to be addressed;

WHEREAS, the Transportation Planning Organization for the Navarre, Miramar Beach, and Destin Urbanized Area ensures that the process is integrated with the statewide planning process; and identifies transportation facilities that should function as an integrated transportation system, giving emphasis to facilities that serve important national state and regional transportation functions, including those facilities on the Strategic Intermodal System as designated under Section 339.63, Florida Statutes;

WHEREAS, the Okaloosa Walton Planning Organization include membership from the Okaloosa County Board of County Commissioners, Walton County Board of County Commissioners (which encompasses Miramar Beach), and Destin as voting members and Florida Department of Transportation and other agencies representatives as non-voting members and that these entities submit applications for federal and state transportation funding.

WHEREAS, Navarre is not part of Okaloosa-Walton Transportation Planning Organization and there are currently no public transit providers in Navarre. If a public transit provider and recipients were in Navarre or other areas in the new UZA they would be eligible to be suballocated FTA formula funding.

WHEREAS, the Okaloosa Walton Transportation Planning Organization Technical Advisory Committee which consists of staff representing the Board Members.

WHEREAS, the Transportation Planning Organization for the Large UZA Area staff shall continue to review federal and state funding support received by local transportation projects for consistency with its long-range transportation responsibilities and obligations.

NOW, THEREFORE, BE IT RESOLVED BY THE OKALOOSA-WALTON TRANSPORTATION PLANNING ORGANIZATION THAT:

1. The Transportation Planning Organization for the Large Urbanized Area in support of continuity of Okaloosa Board of County Commissioners (Public Transportation Services) as the designated recipient for federal and/or state funding for projects that contribute to the implementation of transportation services solicited by representatives of Okaloosa County Board of County Commissioners, and Walton Board of County Commissioners
2. That this resolution shall take effect upon its adoption.

Passed and duly adopted by the Okaloosa-Walton Transportation Planning Organization on this 15th day of June 2023.

**OKALOOSA-WALTON TRANSPORTATION
PLANNING ORGANIZATION**

ATTEST: 

BY:


Anthony Vallee, Chairman



OKALOOSA COUNTY ATTORNEY'S OFFICE

March 20, 2024

Florida Department of Transportation
Attn: Gabe Matthews, Rails and Transit Manager
605 Suwannee St., MS 26
Tallahassee, FL 32399

Re: Opinion of Counsel
Okaloosa County FTA Section 5307 Funds

Dear Ms. Matthews:

This communication will serve as the requisite opinion of counsel to be filed with the Federal Transit Administration, United States Department of Transportation, in connection with the designated recipient application of the County of Okaloosa (known in this statement as the "Agency"), for federal transportation assistance authorized by 49 U.S.C., Subt. III Ch. 53, and other federal statutes authorizing activities administered by the Federal Transit Administration ("FTA"). The Agency is a designated recipient as defined at 49 U.S.C. 5307 (a)(2) for applying and receiving Urbanized Area Formula Program assistance in Navarre-Miramar Beach-Destin, a large, urbanized area.

As a general certification for current and future grant agreements between the United States Department of Transportation (the "Department") and the Agency, this is to certify that the Agency is eligible and authorized under the federal, state, and local law to request, receive and dispense FTA funds. The undersigned County Attorney for the County of Okaloosa has reviewed the pertinent federal, state, and local laws, and has concluded that there is no legal impediment to the filing of an application for the grant projects for which the Agency seeks assistance. We find that there is no pending or threatened litigation or other action which might in any way adversely affect the proposed projects or the capability of the Agency to carry out the projects.

Sincerely,

Lynn M. Hoshihara
Okaloosa County Attorney



Office of the County Administrator
OKALOOSA COUNTY, FLORIDA

John Hofstad
County Administrator

March 26, 2024

Mary Beth Washnock
Transportation Planning Manager
Okaloosa-Walton Transportation Planning Organization
4081 E. Olive Road, Suite A
Pensacola, FL 32514

Re: Okaloosa County FTA Section 5307 Funds

Dear Ms. Washnock,

Please allow this letter to serve as record that Okaloosa County is a designated recipient of FTA Formula-Based Fund (Section 5307) in Navarre-Miramar Beach-Destin, a large urbanized area. As a designated recipient, Okaloosa County is authorized to receive and accept current and future FTA funds for use in providing public transportation in Okaloosa County.

Okaloosa County directly provides public transportation for the area of the Metropolitan Planning Area within the borders of Okaloosa County.

Respectfully,



John Hofstad
County Administrator

Cc: FDOT
Tyrone Parker, Transit Division Manager



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION IV
Alabama, Florida,
Georgia,
Kentucky, Mississippi,
North Carolina, Puerto
Rico, South Carolina,
Tennessee, Virgin Islands

230 Peachtree St., N.W.,
Suite 1400
Atlanta, GA 30303
404-865-5600
404-865-5605 (fax)

February 28, 2023

Mr. John Hofstad
Okaloosa County Administrator
302 N Wilson St Ste 302
Crestview, FL 32536-3474

RE: 2020 Decennial Census Urbanized Areas of 200,000 or More in Population

Dear Mr. Hofstad,

This letter is to inform you of upcoming changes to the Federal Transit Administration's (FTA's) allocation of Urbanized Area Formula Grants (Section 5307) and Formula Grants for Rural Areas (Section 5311), and other FTA formula-based programs authorized by the Bipartisan Infrastructure Law, enacted on November 15, 2021. These changes result from the Census Bureau's recent publication of new urban area boundaries based on 2020 Census data and will affect how funding is awarded to grantees beginning in Federal Fiscal Year (FY) 2024, which begins on October 1, 2023. Some of these changes may require the governor to select a new designated recipient or administer/allocate funds to new direct recipients and/or subrecipients. Eligibility and requirements associated with Notice of Funding Opportunities (NOFOs) published in FY 2023 will be determined by 2010 Census designations.

Funds apportioned prior to FY 2024 will not be affected and may continue to be used under the terms for which they were originally apportioned. For example, funds apportioned under the Section 5311 program for rural areas prior to FY 2024 may continue to be used for areas that were classified as rural prior to the 2020 Census for purposes eligible under the Section 5311 program.

FTA has identified that Navarre--Miramar Beach--Destin, FL is now located in a large urbanized area (UZA) (200,000+ in population). This change will impact Navarre--Miramar Beach--Destin, FL and any other providers of public transportation also in the large UZA. Such public transit providers will be eligible in Federal FY 2024 to receive funding under FTA's Section 5307 Urbanized Area Formula Program and potentially other urban-focused formula programs.

In order to receive funding through FTA and other Federal transportation funding programs, transit providers in UZAs are required to participate in the federally prescribed multimodal planning processes of a metropolitan planning organization (MPO). The MPO for your UZA will be required to comply with Federal planning requirements by preparing a Unified Planning Work Program (UPWP), a Metropolitan Transportation Plan (MTP), and a Transportation Improvement Program (TIP). These documents will enable transit providers to take receipt of Section 5307 funding opportunities, as well as to tap funding opportunities from a range of other sources. Funding will also be allocated to the MPO to support transit planning activities, as provided in 49 U.S.C. 5305.

For a new large UZA the Governor, in cooperation with providers of publicly owned public transportation service in the UZA and the appropriately designated MPO for the UZA, must select a designated recipient of Section 5307, 5310 (Enhanced Mobility of Seniors & Individuals with Disabilities), 5337 (State of Good Repair Program), and/or 5339(a) (Buses and Bus Facilities Formula Program) funds, as applicable, which will be responsible for sub-allocating FTA formula funding to other transit providers and recipients in the UZA. For multi-state large UZAs, the Governors of the two

or more States must coordinate in the selection or concurrence of one or more designated recipients. If Navarre--Miramar Beach--Destin, FL is joining an existing UZA and a designated recipient(s) for the UZA has previously been selected, the Governor and designated recipient(s) must submit documentation that any transit providers that are new to operating in the UZA have concurred in the selection of the designated recipient(s). In addition to other responsibilities detailed in Chapter II of [FTA Circular 9030.1E](#) (Urbanized Area Formula Program: Program Guidance and Application Instructions), the designated recipient(s) will be responsible for sub-allocating FTA formula funding to other transit providers and recipients in the UZA.

The allocation of formula funding to your area in FY 2024 will be based on specific variables set in federal law. A summary of FTA formula factors by formula program is available on FTA's website. For more detailed information on how funding made available under each of the FTA formula grant programs is apportioned, including the weighting of specific variables driving the apportionments, visit FTA's 'Formula Flowcharts' webpage.

The following summarizes other changes that will apply to transit providers in large UZAs that were previously designated as rural or were located in a small or a different large UZA:

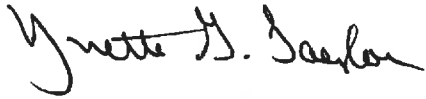
- MPOs that serve areas designated as a transportation management area (TMA) will need to include representation from providers of public transportation on the MPO's governing body. (Note that all UZAs over 200,000 in population are TMAs.)
- Designated recipients of Section 5310 funds are required to certify that projects selected for funding under Section 5310 are included in a locally developed, coordinated public transit human services transportation plan. Additional information about this requirement can be found in [FTA Circular 9070.1G](#).
- Transit providers that are eligible public entities may elect to become or remain a direct recipient of FTA funds. Direct recipients are subject to oversight by FTA, which includes additional reporting requirements and compliance reviews (e.g., triennial reviews.)
- With the applicable designated or direct recipient's approval, transit providers that are eligible public entities may also become or remain subrecipients of a designated or direct recipient, respectively. To receive Section 5310 funds, any recipients other than the designated recipient must be subrecipients of that entity.
- Private non-profit organizations that provide public transit services in large UZAs may only receive Section 5307 funds as a subrecipient if they are carrying out Job Access and Reverse Commute projects as defined in [49 U.S.C. 5302\(10\)](#). Private non-profit organizations are eligible subrecipients for Section 5339(a) funds for public transportation projects and for Section 5310 funds (for certain public transportation projects and certain alternatives to public transportation) made available for use in UZAs.
- Except for those operators for which safety is regulated by another Federal agency, transit providers that receive Section 5307 funds and serve a large UZA must establish a Safety Committee, and the Safety Committee must approve an update to their Agency Safety Plan (ASP) incorporating applicable Public Transportation Agency Safety Plan requirements as defined in [49 U.S.C. 5329\(d\)](#).
- Recipients will need to be in compliance with applicable FTA requirements and have completed the FTA Certifications and Assurances before FTA can award FY 2024 funding.

A summary of additional changes to select program requirements that apply to a change in area designation, along with other information on the 2020 Census, is provided on the [FTA Census Resources and Information](#) webpage. For general guidance related to the Section 5307 program, please consult

RE: 2020 Decennial Census Urbanized Areas of 200,000 or More in Population
Mr. Hofstad

FTA Circular 9030.1E. Please contact the FTA Regional office at 404-865-5600 if you have any questions.

Sincerely,

A handwritten signature in black ink, appearing to read "Yvette G. Taylor". The signature is fluid and cursive, with the first name "Yvette" being the most prominent part.

Yvette G. Taylor, Ph.D.
Regional Administrator

cc: Mr. Jared W. Perdue, PE, Secretary, FDOT
Austin Mount, Executive Director, Okaloosa-Walton TPO



U.S. Department
of Transportation
**Federal Transit
Administration**

REGION IV
Alabama, Florida, Georgia, 230 Peachtree St., N.W.,
Kentucky, Mississippi, Suite 1400
North Carolina, Puerto Atlanta, GA 30303
Rico, South Carolina, 404-865-5600
Tennessee, Virgin Islands 404-865-5605 (fax)

February 28, 2023

Office of Governor Ron DeSantis
State of Florida
The Capitol
400 S. Monroe St.
Tallahassee, FL 32399-0001

Dear Governor DeSantis,

This letter is to inform you of upcoming changes to the Federal Transit Administration's (FTA's) allocation of Urbanized Area Formula Grants (Section 5307), Formula Grants for Rural Areas (Section 5311), and other FTA formula-based programs for which funding is authorized in U.S.C. Title 49, Chapter 53, as amended by the Bipartisan Infrastructure Law, enacted on November 15, 2021. These changes result from the Census Bureau's recent publication of new urban area boundaries based on 2020 Census data and will affect how funding is awarded to grantees beginning in Federal Fiscal Year (FY) 2024, which begins on October 1, 2023. Some of these changes may require you to select a new designated recipient or administer/allocate funds to new direct recipients and/or subrecipients. Eligibility and requirements associated with Notice of Funding Opportunities (NOFOs) published in FY 2023 will be determined by 2010 Census designations.

Funds apportioned prior to FY 2024 will not be affected and may continue to be used under the terms for which they were originally apportioned. For example, funds apportioned under the Section 5311 program for rural areas prior to FY 2024 may continue to be used for areas that were classified as rural prior to the 2020 Census for purposes eligible under the Section 5311 program.

FTA will either copy the State Department of Transportation (State DOT) on initial outreach to those entities that FTA has identified as being affected by a change described below, or will ask for State DOT assistance in forwarding information to organizations that have previously only utilized FTA funding as a subrecipient to the State. Please see the table of areas that have been identified to have undergone a change in FTA funding eligibility as a result of the 2020 Census.

Florida Urbanized Areas	Census Change 2010 to 2020
Deltona, FL	New Large UZA
Fernandina Beach--Yulee, FL	New Small UZA
Four Corners, FL	New Small UZA
Gainesville, FL	New Large UZA
Jacksonville, FL	Asbury Lake-Middleburg no longer in UZA
Lakeland, FL	Bartow no longer in UZA
Miami--Fort Lauderdale, FL	Name Changed, Jupiter Farms now included in UZA
Navarre--Miramar Beach--Destin, FL	New Large UZA
Orlando, FL	Mount Plymouth no longer in UZA
Panama City--Panama City Beach, FL	Name Changed, Santa Rosa Beach and Panama City Northeast now included in UZA
Poinciana, FL	New Small UZA
Spring Hill, FL	Brooksville no longer in UZA
Zephyrhills, FL	Dade City no longer in UZA

The following scenarios may apply in the state:

- Areas located in a small UZA (50,000-199,999):
 - Transit providers will be eligible to receive funds under the Section 5307 Urbanized Area Formula Program and potentially other formula funds made available for use in small UZAs. Funding for all small UZAs in the State will be apportioned to the Governor as a lump sum, who is responsible for allocating these funds to the various small UZAs in the State. States notify FTA Regional Offices of small UZA allocations via annual Split Letter documents. Amounts specific to each small UZA in the State are published by FTA for informational purposes only and are non-binding.
 - For multi-state small UZAs, the apportionment for your State will include an amount attributable to your State's share of the small UZA's population.
- Areas located in a large UZA:
 - Transit providers will be eligible to receive funds under the Section 5307 Urbanized Area Formula Program and potentially other formula funds made available for use in large UZAs. If a designated recipient has not yet been selected for each large UZA in your State, then you, the Governor, must select an organization (typically either a large transit agency or the MPO) to serve as the locally designated recipient of Section 5307, 5310 (Enhanced Mobility of Seniors & Individuals with Disabilities Program), 5337 (State of Good Repair Program), and 5339(a) (Buses and Bus Facilities Formula Program) funds, as applicable. This recipient will sub-allocate and pass-through FTA formula funding to other transit providers and recipients in the UZA. The designated recipient does not need to be the same for all formula programs but can be. For multi-

State large UZAs, the Governors of the two or more States must coordinate in the selection or concurrence of designated recipients.

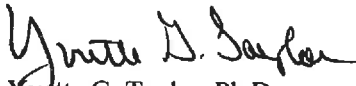
- If a designated recipient for a large UZA has previously been selected, then either the Governor or the designated recipient must submit documentation to the appropriate FTA Regional Office that any transit providers that are new to operating in the UZA have concurred in the selection of the designated recipient(s).
- MPOs that serve areas designated as a transportation management area (TMA) will need to include representation from providers of public transportation on the MPO's governing body. Note that all UZAs with a population of 200,000 or more will be TMAs. A notice from both FHWA and FTA that formally lists new TMAs will be published in the Federal Register.
- Items applicable to both small and large UZAs:
 - Transit providers in UZAs should fully participate in the planning activities of a newly designated or expanded MPO. The MPO, transit providers, and the State will be required to coordinate the programming of Federal transit funding.
 - Eligible public entities may elect to become or remain direct recipients of FTA funds. Direct recipients are subject to oversight by FTA, which includes additional reporting requirements and compliance reviews (e.g., triennial reviews). However, with the State or designated recipient's approval, eligible transit providers may also become or remain subrecipients. To receive Section 5310 funds, any recipients other than the Designated Recipient must be subrecipients of the Designated Recipient.
 - Private non-profit organizations that provide public transit services in a UZA may only receive Section 5307 funds as a subrecipient if they are carrying out Job Access and Reverse Commute projects as defined in 49 U.S.C. 5302(10). Private non-profit organizations are eligible subrecipients of Section 5339(a) funds (for public transportation projects) and for Section 5310 funds (for certain public transportation projects or for certain alternatives to public transportation) made available for use in UZAs.
- Areas newly designated as rural:
 - Transit providers in the formerly-designated UZA will no longer be eligible to receive funds under the Section 5307 Urbanized Area Formula Program and other formula funds made available for use in UZAs, but will be eligible for assistance under the Section 5311 Formula Grants for Rural Areas Program and potentially other formula funds made available for use in rural areas.
 - To continue to receive funds, previously existing direct recipients of FTA funds will need to become Section 5311 and/or 5339(a) subrecipients of the State and will no longer receive direct oversight from FTA. The State will complete grantmaking and oversight activities with FTA for funds that are passed through to the subrecipients.
 - Transit providers previously operating inside a UZA will no longer participate in the planning activities of a metropolitan planning organization (MPO).

A summary of additional changes to select program requirements that apply to a transition from Section 5307 to Section 5311 funds, and vice versa, is provided on the [FTA Census Resources and Information webpage](#).

In addition to the above-referenced changes in funding allocation and planning structures, the change in population between the 2010 Census and 2020 Census will also affect the amount of Federal transit funding that rural areas and UZAs will receive under both rural and urbanized area formula programs, respectively. A summary of FTA formula factors by program is provided on the [FTA Census Resources and Information webpage](#). For more detailed information on how funding made available under each FTA formula grant program is apportioned, visit [FTA's 'Formula Flowcharts' webpage](#).

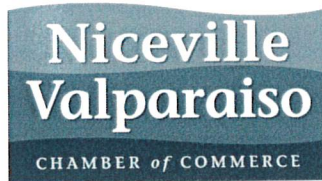
Additional information on Census updates is also available on the [FTA website](#). Please contact the FTA Regional office at 404-865-5600 if you have any questions.

Sincerely,



Yvette G. Taylor, Ph.D.
Regional Administrator

cc: FHWA Florida Division Administrator – Jamie Christian
Florida Department of Transportation – Gabrielle Matthews



May 15, 2024

Subject: Expedition of Critical Projects Request


An increasingly major challenge for the development of our area is the rapid growth of our population and its effect on the traffic congestion currently overextending the capabilities of State Road 85 and State Road 285. The Niceville Valparaiso Chamber of Commerce Board of Directors would like to urgently encourage Transportation Planning Organization (TPO) to prioritize and accelerate the improvement projects intended for projects. We implore the TPO to expedite its intentions to widen SR85 to six lanes, and re-surface the existing four lanes and to expedite expanding the capacity of SR285.

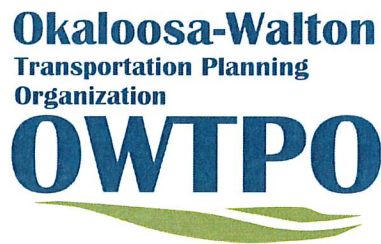
The limitations of these roadways impacting local communities and businesses, as well as our military partners through Eglin Air Force Base (AFB), cannot be understated. Improved road infrastructure increases connectivity, attracts investments, increases employment opportunities, and creates better accessibility to facilities and services. The economic benefits of well-functioning roadways have the potential to exceed their cost.

SR85 and SR285 are primary contributors to the wellbeing and safety of local citizens. These roadways are direct routes leading traffic from coast to inland, including access to major thoroughfares such as Interstate 10. These are primary hurricane evacuation routes, and also facilitate the daily movement of producers to markets, employees to jobs, and students to schools. As a part of the Florida Strategic Intermodal System and the Strategic Highway Network, both roadways have a direct impact on the mission-readiness of Eglin AFB. Maximizing capacities to effectively manage the increasing needs of our area allows access for businesses but more importantly allows our area to do business well.

The Niceville Valparaiso Chamber of Commerce Board of Directors, on behalf of our business community, appeals to the TPO to consider current infrastructure limitations and its impact on quality of life, safety and our military mission and therefore hasten efforts to enhance and improve SR85 and SR285.


Verified by 2024 Board Chair Leslie Moland


Witnessed by President & CEO Tricia Brunson



Nathan Boyles
Chairman

Anthony Vallee
Vice Chairman

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

April 18, 2024

Phillip Gainer, Secretary
Florida Department of Transportation District 3
1074 Highway 90 East
Chipley, Florida 32528

RE: Letter of Support for the "Around the Mound" Project Design

Dear Secretary Gainer,

On April 18, 2024, the Okaloosa-Walton Transportation Planning Organization (O-W TPO) approved a motion to express support for the "Around the Mound" project design and for the City of Fort Walton Beach's commitment to contribute funds to the project.

In 2019, the City of Fort Walton Beach initiated financial support of this project by pledging local funds to leverage the PD&E Study and was successful in helping the Florida Department of Transportation (FDOT) District 3 secure that funding. The city now wishes to do the same with the design phase of the project.

The O-W TPO is in full support of this pledged contribution of local funds as well as the continued success of the cost-sharing relationship between the City of Fort Walton Beach and FDOT.

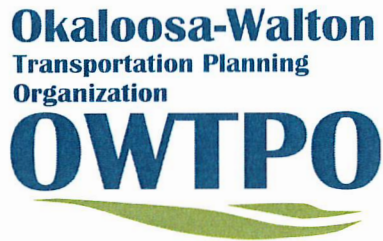
If you have any questions concerning this request, please contact Austin Mount, ECRC Chief Executive Officer, at austin.mount@ecrc.org.

Sincerely,

Nathan Boyles
O-W TPO Chair
Okaloosa County Commission

CC:

Bryant Paulk, Urban Liaison, FDOT District 3
Austin Mount, Chief Executive Officer, ECRC



Nathan Boyles
Chairman

Anthony Vallee
Vice Chairman

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April 18, 2024

Phillip Gainer, Secretary
Florida Department of Transportation District 3
1074 Highway 90 East
Chipley, Florida 32528

RE: Letter of Support for the Destin Crosstown Connector

Dear Secretary Gainer,

On April 18, 2024, the Okaloosa-Walton Transportation Planning Organization (O-W TPO) approved a motion to express support for completion of the Crosstown Connector project and for the City of Destin's commitment to contribute funds to the project.

For several years, the O-W TPO included completion of this project in its Long Range Plan and Project Priorities. The project was removed from those documents when construction was fully funded. However, inflation and continued increases in construction costs halted the project before completion.

The City of Destin has pledged a substantial amount of its local funds to complete the Destin Crosstown Connector, recognizing its importance in alleviating east-west traffic congestion along U.S. 98. The O-W TPO is in full support of this pledged contribution of local funds as well as continued success of a cost-sharing relationship between the City of Destin and FDOT.

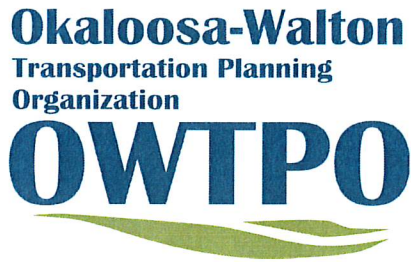
If you have any questions concerning this request, please contact Austin Mount, ECRC Chief Executive Officer, at austin.mount@ecrc.org.

Sincerely,

Nathan Boyles
O-W TPO Chair
Okaloosa County Commission

CC:

Bryant Paulk, Urban Liaison, FDOT District 3
Austin Mount, Chief Executive Officer, ECRC



Nathan Boyles
Chairman

Anthony Vallee
Vice Chairman

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April 18, 2024

Mishel McCants
Agreement Specialist
Office of Acquisition and Grants Management
Federal Highway Administration
U.S. Department of Transportation
1200 New Jersey Avenue, SE. Washington, DC20590
PPPP@dot.gov

RE: Letter of Support for the Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application [Funding Opportunity Number 693JJ324NF00010]

Dear Ms. McCants,

On April 18, 2024, the Okaloosa-Walton Transportation Planning Organization (O-W TPO) approved a motion to express support for the Federal Highway Administration (FHWA) Prioritization Process Pilot Program (PPPP) Discretionary Grant Application. The Florida-Alabama TPO will be the lead applicant on behalf of the Emerald Coast Regional Council and the three TPOs it staffs: FL-AL TPO, Okaloosa-Walton (O-W) TPO, and the Bay County TPO.

ECRC is eager to work in partnership with the Florida Department of Transportation (FDOT) District 3 to develop and implement a data-driven, publicly accessible, and transparent prioritization process for the ranking and selection of projects for inclusion in short-range and long-range transportation plans through this grant program.

If you have any questions concerning this request, please contact Austin Mount, ECRC Chief Executive Officer, at austin.mount@ecrc.org.

Sincerely,

Nathan Boyles
O-W TPO Chair
Okaloosa County Commission

CC:

Bryant Paulk, Urban Liaison, FDOT District 3
Austin Mount, Chief Executive Officer, ECRC

Okaloosa-Walton Transportation Planning Organization OWTPO

The Okaloosa-Walton TPO is staffed by the Emerald Coast Regional Council (ECRC), a regional entity providing professional planning, coordinating, and advisory services to local governments, state and federal agencies, and the public to preserve and enhance quality of life in northwest Florida.

ECRC is working to ensure transportation planning is successfully advanced through an open, transparent process that offers in-person, and virtual attendee meetings that encourages productive discussion among board members, committee members and the public.

Meeting details are emailed out to board and committee members prior to meeting dates, and are subject to change. For updates and agendas, please visit ecrc.org/OWTPO

If you are in need of special accommodations for meeting access in accordance with the Americans with Disabilities Act*, please contact Leandra Meredith at Leandra.Meredith@ecrc.org

For more information please contact PublicInvolvement@ecrc.org.

2024

TRANSPORTATION PLANNING ORGANIZATION

MEETING SCHEDULE

MEETING DATES

THURSDAYS

FEBRUARY 15th CHAUTAUQUA HALL

APRIL 18th OKALOOSA ADMIN BLDG

JUNE 20th OKALOOSA ADMIN BLDG

AUGUST 8th (TENTATIVE) CHAUTAUQUA HALL

NOVEMBER 14th OKALOOSA ADMIN BLDG

MEETING TIMES

CITIZENS ADVISORY COMMITTEE

CAC 9:30 A.M.

TECHNICAL COORDINATING COMMITTEE

TCC 1:30 P.M.

TRANSPORTATION PLANNING BOARD

TPO 3:00 P.M.

MEETING LOCATIONS

OKALOOSA ADMIN BUILDING

1250 N. EGLIN PKWY., SHALIMAR, FL 32579

CHAUTAUQUA HALL

95 CIRCLE DR., DEFUNIAK SPRINGS, FL 32435



SCAN QR CODE
FOR AGENDAS



*Public participation is solicited without regard to race, color, national origin, sex, age, religion, disability, or family status. Reasonable accommodation will be made for access in accordance with the Americans with Disabilities Act. Contact Leandra Meredith at Leandra.Meredith@ecrc.org or call 850-332-7976 or TTY 711, at least 48 hours in advance. Para informacion en espanol, puede llamar a Ada Clark at 850-332-7976, ext. 278 o TTY 711. Si necesita acomodaciones especiales, por favor llame 48 horas de antemano.