

OKALOOSA-WALTON CITIZENS' ADVISORY COMMITTEE (CAC) MEETING MINUTES

WEST FLORIDA REGIONAL PLANNING COUNCIL (Designated staff)

Niceville Community Center, 204 N. Partin Drive, Niceville, Florida 32578

June 16, 2016

**MEMBERS ATTENDING:**

Steven Czonstka, Chairman

Tim Midgette

Bill Readdy

Doug Bacon

Mae Reatha Coleman

Yvonne Earle

Landrum Edwards

Matthew Cox

Charles Covey

**OTHERS ATTENDING:**

Wiley Page

Atkins

John Fielding

Atkins

Jim Wood

City of Destin

Dan Deanda

WFRPC Staff

Gary Kramer

WFRPC Staff

Brian Youpatoff

WFRPC Staff

Jenny Cook

WFRPC Staff

Jill Lavender

WFRPC Staff

Mary Beth Washnock

WFRPC Transportation Planning Manager

Shanley Lippincott

WFRPC Staff

**A. CALL TO ORDER**

Chairman Czonstka called the meeting to order and led the pledge of allegiance.

**B. APPROVAL OF AGENDA**

Unanimous approval of the agenda.

**C. PUBLIC FORUM**

There were no speakers from the public.

**D. CONSENT AGENDA**

1. Approval of April 21, 2016 Meeting Minutes

Ms. Earle moved to approve the April 21, 2016 CAC meeting minutes. Mr. Bacon seconded the motion and it was passed unanimously.

2. Consideration of Membership Certifications for the Okaloosa County and Walton County Transportation Disadvantaged Coordinating Boards.  
*This item was not reviewed by the committee.*

**E. ACTION ITEMS:**

1. Resolution O-W 16-11: Adopting the Okaloosa-Walton Transportation Planning Organization Fiscal Year (FY) 2017-FY 2021 Transportation Improvement Program (TIP) and Authorizing the

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WFRPC Staff to Administratively Amend the FY 2017- FY2021 TIP to Include Projects in the Florida Department of Transportation's (FDOT's) Variance Report. Mr. Kramer, WFRPC staff, presented a brief overview of this item to the committee. Mr. Bacon stated that an appendix or acronyms list would be very helpful. There were no other questions or comments from the committee.

**Mr. Readdy moved to recommend the TPO authorize the TPO chairman sign Resolution O-W 16-11 authorizing the WFRPC staff to administratively amend the FY 2017-FY 2021 TIP to include the projects in the FDOT's variance report. Mr. Cox seconded the motion and it was passed unanimously.**

2. Resolution O-W 16-12: Amending the fiscal Year (FY) 2016-FY 2020 Transportation Improvement Program (TIP) For Project Number 4394521, Addition of Design Funds for Walton County Advanced Transportation Innovation Program. Mr. Kramer, WFRPC Staff, presented this item to the committee. There was general discussion, but no questions from the committee.

**Mr. Bacon moved to recommend the TPO authorize the TPO chairman to sign Resolution O-W 16-12 amending the FY 2016-FY 2020 Transportation Improvement Program for project number 4394521. Mr. Cox seconded the motion and it was passed unanimously.**

3. Resolution O-W 16-13: Adopting the 2040 Okaloosa-Walton Transportation Planning Organization (TPO) Long Range Transportation Plan (LRTP) Financial Resources Technical Report. Mr. Page, Atkins staff, presented this item to the committee with a PowerPoint presentation. Mr. Edwards asked if this was for the whole state or just Walton county. Mr. Page stated that this was just a plan and that there is no money for the project yet. There was general discussion, but no further questions or comments from the committee.

**Mr. Readdy moved to recommend the TPO authorize the TPO chairman to sign Resolution O-W 16-13 adopting the 2040 Okaloosa-Walton Long Range Transportation Plan Financial Resources Technical Report. Mr. Covey seconded the motion and it was passed unanimously.**

4. Resolution O-W 16-15: Adopting the Transportation Alternatives Program (TAP) Ranked Projects. Ms. Cook, WFRPC staff, presented this item to the committee with a PowerPoint presentation. Mr. Midgette asked if Walton County submitted any applications this year. Ms. Cook responded that they did not. There was general discussion on the point ranking criteria. The committee had no further questions or comments.

**Mr. Readdy moved to recommend the TPO authorize the TPO chairman to sign Resolution 16-15 adopting the Transportation Alternatives Program ranked projects. Ms. Earle seconded the motion and it was passed unanimously.**

5. Resolution O-W 16-16: Adopting the Congestion Management Process Plan (CMPP) Minor Update. Ms. Cook, WFRPC staff, presented this item to the committee. There were no questions or comments from the committee.

**Ms. Earle moved to recommend the TPO authorize the TPO chairman to sign Resolution 16-16 adopting the Congestion Management Process Plan Minor Update. Mr. Cox seconded the motion and it was passed unanimously.**

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6. Consideration of Appointing a Primary Member and an Alternate Member to the Northwest Florida Regional Transportation Planning Organization.

*This item was not reviewed by the committee.*

7. Consideration of a Citizens' Advisory Committee (CAC) Application from Mr. Jim Wood. Mr. Youpatoff, WFRPC staff, presented this item to the committee. There were no questions or comments from the committee.

**Mr. Readdy moved to approve the consideration of a Citizens' Advisory Committee application from Mr. Jim Wood. Ms. Coleman seconded the motion and it was passed unanimously.**

8. Election of Chairs and Vice Chairs for Fiscal Year (FY) 2017 (July 1, 2016 through June 30, 2017). The election committee met prior to this meeting. It was recommended that Chairman Steven Czonstka remain Chairman and that Ms. Yvonne Earle be the Vice Chairperson. There were no questions or comments.

**Mr. Covey moved to recommend the TPO authorize the TPO chairman to elect Steven Czonstka and Yvonne Earle as CAC Chair and Vice Chair. Mr. Readdy seconded the motion and it was passed unanimously.**

9. Resolution O-W 16-22: Adopting the revised Fiscal Year (FY) 2017- FY 2018 Okaloosa-Walton Transportation Planning Organization Unified Planning Work Program. Ms. Washnock, WFRPC Transportation Planning Manager, presented this item to the committee. There were no questions or comments from the committee.

**Mr. Bacon moved to recommend the TPO authorize the TPO chairman to sign Resolution 16-22 adopting the revised Okaloosa-Walton TPO Unified Planning Work Program. Ms. Coleman seconded the motion and it was passed unanimously.**

### **F. FDOT UPDATE**

Mr. Youpatoff, WFRPC staff, stated that Mr. Bryant Paulk, Florida Department of Transportation staff, was supposed to present this item to the committee, but was unable to attend this meeting.

### **G. PRESENTATIONS (no action):**

1. Review of the Okaloosa-Walton Transportation Planning Organization Long Range Transportation Plan Evaluation Criteria. Ms. Lavender, WFRPC staff, presented this item to the committee. She stated that she needs all comments by July 22, 2016. There were no questions or comments from the committee.
2. Review of the Draft Okaloosa-Walton Transportation Planning Organization 2040 Long range Transportation Plan Needs Plan. Mr. Page, Atkins staff, presented this item to the committee with a PowerPoint presentation. He did a brief overview of all committed projects. Mr. Edwards stated he is concerned that this will not solve the traffic issues. There was general discussion, but no further questions or comments from the committee.

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3. Progress Report on Implementation of the Regional Intelligent Transportation Systems (ITS) Plan Adopted in 2010. Ms. Lavender, WFRPC staff, presented this item to the committee with a PowerPoint presentation. She did a brief overview of all county ITS projects. Mr. Midgette asked why Bay County was put ahead of Walton County. Ms. Lavender stated that it's because Bay County had more local funding. There were no further questions or comments from the committee.
4. Review of the Draft Projects Priorities Fiscal Year (FY) 2018- FY 2022 Activities, Project Schedule and Responsibilities. Mr. Kramer, WFRPC staff, presented this item to the committee. He stated that he would review this item again in August. There were no questions or comments from the committee.
5. Review Commuter Assistance rideOn Program Update. Mr. Deanda, WFRPC staff, presented this item to the committee with a PowerPoint. Mr. Deanda also reviewed the locations of the Park and Ride lots. He stated that there are tax benefits for the employers and employees using the rideOn program. There was general discussion, but no further questions or comments from the committee.
6. Overview of a Mileage Based User Fee.  
*This item was not reviewed by the committee.*

### **H. INFORMATION ITEMS (No Presentations)**

Mr. Brian Youpatoff stated there are items attached for review and information.

- 2016 TPO and Advisory Committee Meeting Schedule
- April 2016 Advisory Committee Meeting Minutes
- April 2016 TPO Actions Report

### **I. OTHER BUSINESS**

The next Okaloosa-Walton TPO meeting will be August 11<sup>th</sup> at 3:00 p.m. in Freeport City Hall. The CAC will meet at 9:30 a.m. and the TCC will meet at 1:30 p.m.

### **J. ADJOURN**

**Meeting was adjourned at 11:24 a.m.**