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## **MEMORANDUM**

DATE: 07/07/2017

TO: Ms. Suzanne Lex, FDOT

COPIES TO: TPO, TCC, and CAC Members

FROM: Mary Beth Washnock, Transportation Planning Manager

RE: TPO Actions Report – June 28, 2017

The following items were discussed and acted upon by the Bay County Transportation Planning Organization (TPO) at the June 28, 2017 meeting. The Florida Department of Transportation (FDOT) has requested a copy of this report so the appropriate FDOT department directors can take action as requested by the TPO. Copies are sent to local government representatives for coordination with local plans.

### **TRANSPORTATION DISADVANTAGED PLANNING**

- The TPO approved the Transportation Disadvantaged Coordinating Board Membership Certification. This action is recommended to maintain the function of the Transportation Disadvantaged Coordinating Board in Bay County. This item was approved in the consent agenda.

### **TRANSPORTATION IMPROVEMENT PROGRAM / PROJECT PRIORITIES / WORK PROGRAM**

- The TPO adopted Resolution Bay 17-07 adopting the FY2018-2022 Transportation Improvement Program (TIP) and any changes that were presented and to administratively amend the FY2018-2022 TIP to include the projects in FDOT's Variance Report. This 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 Alternative Program Project Priorities, and Aviation, Port, and Transit Master Plans. The TIP is required to be submitted to FDOT by July 15, 2017.

### **CONGESTIONMANAGEMENT PROCESS PLANNING**

- The TPO approved Resolution Bay 17-08 adopting the Congestion Management Process Plan (CMPP) Minor Update. This action is recommended because federal regulations require an annual update of the CMPP.

## **LONG RANGE TRANSPORTATION PLANNING**

- The TPO approved a motion to authorize the Bay County TPO staff to proceed with the process to amend the 2040 Long Range Transportation Plan Needs and Cost Feasible Plans for the Design-Build funds for the US 98/Tyndall Parkway Overpass.

## **PUBLIC TRANSPORTATION ITEMS**

- The TPO approved the Americans with Disabilities Act (ADA) Policy and Deviated Fixed Route Procedures as written.
- The TPO approved a motion to adopt the Transit Public Participation Process (PPP) and Authorizing Resolution.
- The TPO approved executing the draft Request for Proposal (RFP) and Scope of Service for the selection of a Transit Advertising Sales and Service firm.

## **TRANSIT LEGAL MATTERS**

- The TPO approved a motion to pay a \$5000 retainer to Burke Blue to pay for court reporters and depositions relating to the Santa Ynez case contingent on approval from Clerk of Court approval.
- The TPO approved a motion to have W.C. Henry, attorney for the TPO, write a letter to Pond & Company architects with notification that a lawsuit is pending for the total amount of damages incurred by the TPO. The lawsuit is against the architect, not the contractor. The lawsuit is pending what the forensic engineer determines.
- The TPO approved a motion to have W.C. Henry contact the Department of Professional Regulation and file a complaint against Cathy Construction as well as write a letter to Cathy Construction informing them of their breach of contract and intention to file a lawsuit.