



Polk Transportation
Planning Organization

MEETING NOTICE

POLK TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

DATE: Thursday, April 14, 2016
TIME: 9:00 a.m.
LOCATION: Polk County Commission Boardroom
Neil Combee Administration Building
330 West Church Street
Bartow, Florida 33830

Commissioner Don Selvage, Board Chairman, Presiding

1. CALL TO ORDER

2. CHAIRMAN'S ANNOUNCEMENTS – Chairman Selvage

3. CONFIRMATION OF QUORUM – Ms. Simmons

4. OPPORTUNITY FOR PUBLIC COMMENT

5. AGENDA REVIEW – Mr. Deardorff

6. CONSENT AGENDA

(Tab 1)

These action items are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. A Board member may request an item be moved to the regular agenda for discussion. As applicable, consent agenda items have been recommended by the Technical Advisory Committees for approval.

A. Approve Minutes – February 25, 2016

B. Approve Draft TPO Resolution 2016-02 Authorizing the Chairman to File a Federal Transit Administration Section 5305(d) Grant Application

Staff requests the Board to approve a resolution authorizing the annual application for Federal Transit Administration planning grant funds.

C. Approve Draft TPO Resolution 2016-03 Authorizing the Chairman to File a Transportation Disadvantaged Trust Fund Planning-Related Activities Grant Application

Staff requests the Board to approve a resolution authorizing the annual application for Transportation Disadvantaged planning grant funds.

D. Approve Draft TPO Resolution 2016-07 Establishing Guidelines Governing Travel Expenditures Relating to Federally Reimbursed and Non-federally Funded Travel Expenditures

Staff requests the Board to approve a resolution authorizing the establishment of guidelines governing travel expenditures.

7. OTHER ACTION ITEMS

A. Review/Approve Two-Year Budget (Tab 2)

i. Draft Fiscal Years 2016/17 – 2017/18 Unified Planning Work Program (UPWP)

Staff will request the Board to approve the UPWP which contains the proposed planning activities for the referenced fiscal years. The Technical Advisory Committee (TAC) recommends approval.

ii. Draft TPO Resolution 2016-05 Authorizing the Chairman to Execute the Amendment to Transportation Planning Funds Joint Participation Agreement

The Florida Department of Transportation (FDOT) is requiring all metropolitan planning organizations to approve a new agreement for the receipt of Federal Highway Administration grant funds. The existing agreement needs to be terminated before the new agreement can take effect. Staff will request the Board to authorize the Chairman to execute an amendment to the current agreement that sets its expiration date at June 30, 2016.

iii. Draft TPO Resolution 2016-06 Authorizing the Chairman to Execute the Florida Department of Transportation Metropolitan Planning Organization Agreement.

Staff will request authorization for the Chairman to sign the new funding agreement.

B. Public Hearing on Draft Amendments to the TPO's Fiscal Years 2015/16 - 2019/20 Transportation Improvement Program (TIP) (Tab 3) (ROLL CALL VOTE REQUIRED)

The Board will hold a public to consider an amendment to the current TIP for changes to road improvement project on Crews Lake Road (project length reduced). The TAC recommends approval.

C. Review/Approve Draft Public Participation Plan (PPP) (Tab 4)

Staff has revised the Public Participation Plan to bring it into compliance with federal regulations. The TAC recommends the Board approve the draft plan as attached.

D. Review/Approve Draft TPO Resolution 2016-04 Supporting the Proposed Nature Coast to Peace River Greenway Trail Corridor (Tab 5)

Staff will request the Board adopt a resolution in support of the proposed trail corridor.

8. PRESENTATIONS

A. Report on Sidewalks Near Schools (TAB 6)

Staff will provide an update on the candidate sidewalk projects discussed at the last Board meeting.

B. Project Highlight – Two Complete Street Corridors (TAB 7)

The project consultant will provide an overview of the recommended complete street improvements for SR 659 (Combee Road) and SR 549 (1st Street). These corridors are being addressed as part of the Complete Street Corridor Feasibility Study.

C. Polk County Quiet Zone Assessment for CSX 'S' Line (TAB 8)

The project consultant will give a short presentation on the results of the subject study.

9. AGENCY REPORTS

A. Florida Department of Transportation

B. Polk Transit

10. COMMUNICATIONS AND REPORTS

11. OPPORTUNITY FOR PUBLIC COMMENT

12. BOARD MEMBER COMMENTS

13. ADJOURNMENT

In accordance with the Americans with Disabilities Act, persons with disabilities needing special accommodations to participate in this proceeding should contact the Board of County Commissioners, Communications Office, at 330 W. Church Street, Bartow. Telephone (863) 534-6090, not later than four days prior to the proceeding. If hearing impaired call: (TDD) (863) 534-7777 or 1-800-955-8771, or Voice impaired call: 1-800-955-8770, via Florida Relay Service.

The TPO planning process is conducted in accordance with Title VI of the Civil Rights Act of 1964 and Related Statutes. Any person or beneficiary who believes they have been discriminated against because of race, color, religion, sex, age, national origin, disability, or family status may file a complaint with the TPO's Title VI Specialist, Diane Slaybaugh at (863) 534-6486, or by writing Ms. Slaybaugh at Post Office Box 9005, Bartow, Florida 33831-9005.