



Polk Transportation Planning Organization

MEETING NOTICE

POLK TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

DATE: Thursday, August 10, 2017
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**
4. **OPPORTUNITY FOR PUBLIC COMMENT**
5. **AGENDA REVIEW – Mr. Blackshear**
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 – June 8, 2017

B. Review/Approve Draft Amendments to the Fiscal Years 2016/17 – 2017/18 Unified Planning Work Program (UPWP)

Staff requests the Board to approve amendments to the UPWP to provide funding (a total of \$6,000) for two separate projects as shown in the item attachment. The TAC recommends approval.

C. Approve Amendment to Metropolitan Planning Organization Agreement Contract No. G0B49

Staff requests the Board to approve a revision to the referenced agreement to reflect additional funds being programmed in the FY 2016/17 – 2017/18 UPWP. This is a companion to Item 6.B.

D. Approve Intergovernmental Coordination and Review and Public Transportation Coordination Joint Participation Agreement

Staff requests the Board to authorize the TPO Chairman to execute the attached agreement on its behalf.

E. Approve Consultant Services Authorization (CSA) TPO 14-363-4-04 for the TPO Traffic Count Program

Staff requests the Board to approve a CSA with VHB, Inc. for the FY 2017/18 TPO Traffic Count Program. The TAC recommends approval.

F. Approve Consultant Services Authorization (CSA) TPO 14-363-3-3 for a Freight Addendum to the TPO Complete Streets Handbook and Consultant Support on the Use of Origin-Destination Data

Staff requests the Board to approve a CSA with Kimley-Horn and Associates, Inc. to prepare a freight addendum to the TPO Complete Streets Handbook and to provide professional services related to the use of origin-destination data. The TAC recommends approval.

G. Review/Approve Draft Request for Proposals (RFP) for Professional Planning Services as General Planning Consultants

Staff requests the Board to approve a draft RFP for professional planning services in support of the TPO's planning program.

7. OTHER ACTION ITEMS

A. Public Hearing on Draft Amendments to the FY 2017/18 – 2021/22 Transportation Improvement Program (TIP) (Tab 2)

(ROLL CALL VOTE REQUIRED)

The Board will hold a public hearing to consider a series of amendments to the TIP. These amendments include the addition of previously programmed projects or project phases that were funded in the prior fiscal year but not started (funds not committed). These projects need to “roll forward” into FY 2017/18 and outer years of the TIP. The TAC recommends approval.

B. Request/Approve Changes to TPO Board Meeting Schedule

Staff proposes the following schedule revisions: cancel October 12, 2017 meeting; cancel December 14, 2017 meeting; and schedule a November 9, 2017 meeting. The proposed changes will facilitate the review of the Florida Department of Transportation's Draft Five Year Work Program.

8. PRESENTATIONS

A. SR 655 (Recker Hwy) / CSX Railroad Crossing Project Development and Environmental (PD&E) Study (TAB 3)

The project consultant will provide an overview of the study process and highlight the preferred improvement alternative.

B. Update on Pledge to Slow Down Campaign

Staff will provide a campaign update and premiere the second public service announcement.

9. FLORIDA DEPARTMENT OF TRANSPORTATION REPORT

10. COMMUNICATIONS AND REPORTS

A. 2017 APA Neighborhood Mobility Audit Award

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.