



DATE: Monday, February 26, 2024  
TIME: 5:30 p.m.  
LOCATION: Viera Government Center  
Florida Room, Bldg. C 3<sup>rd</sup> Floor

## **Agenda**



### **1. Call to Order and Pledge of Allegiance**

### **2. Public Comment (non-agenda items only)**

*Anyone wishing to make a comment on an item not on the agenda should complete a “speaker card” at the sign-in desk. For items on the agenda, please fill out a “speaker card” and you will be called upon when the item is discussed. Comments are limited to three minutes.*

### **3. Consent Agenda** (The entire Consent Agenda will be passed in one motion and read aloud for the record)

A. Approval RE: SCTPO BPTAC Meeting Minutes – December 4, 2023 (Pg. 3)

### **4. Action Items**

A. Approval RE: Work Order 24-10K: North Merritt Island Pioneer Trail Feasibility Study (Pg. 9)

B. Approval RE: Transmittal of SUN Trails Regional Trail Prioritization Letter of Support (Pg. 24)

### **5. Workshop**

A. BPTAC Strategic Visioning Workshop (Pg. 26)

### **6. Adjourn**

Glossary of Terms and Governing Board Strategic Plan Reference Sheet

## UPCOMING MEETINGS:

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- TAC/CAC:** March 11, 2024, 9:30 a.m.  
Center for Collaboration, 1100 Rockledge Blvd., Rockledge, FL 32955
- GOV. BOARD:** March 14, 2024, 1:30 p.m.  
Center for Collaboration, 1100 Rockledge Blvd., Rockledge, FL 32955
- BPTAC:** April 29, 2024, 5:30 p.m.  
Viera Government Center, Florida Room, Bldg. C, 3<sup>rd</sup> floor
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Public Comment: Comments will be heard on items that do not appear on the agenda of this meeting. Public comments are solicited without regard to race, color, national origin, age, sex, religion, disability or family status. Note, however, that state law and administrative rules prevent the TPO from taking any formal action on any item discussed at this time. The TPO may schedule such items as regular agenda items and act upon them in the future. The Chairman is authorized to limit discussion, as necessary, with each commentary limited to 3 minutes.

Appeal: Any person who desires or decides to appeal any decision made by this agency with respect to any matter considered at this meeting or hearing will need a record of the proceedings. For such purpose, such person may need to ensure that a verbatim record of the proceedings is made, at his own expense, which record includes testimony and evidence upon which the appeal is to be based. Any questions about this meeting should be directed to (321) 690-6890 or e-mail: [tpostaff@spacecoasttpo.com](mailto:tpostaff@spacecoasttpo.com).

Accessibility: In accordance with the Americans with Disabilities Act and Section 286.26, Florida Statutes, persons with disabilities needing special accommodations to participate in this proceeding or persons who require translation services (free of charge) should contact the Space Coast TPO Office no later than 48 hours prior to the meeting at (321) 690-6890 for assistance. The SCTPO is actively working to increase the accessibility of our meeting materials and in doing so, adhere to many of the available standards and guidelines, when applicable. Should you encounter any inaccessible material, please contact Abby Hemenway, Public Involvement Officer and Title VI Coordinator, (321) 690-6890 or e-mail: [abby.hemenway@sctpo.com](mailto:abby.hemenway@sctpo.com).

Live Broadcast: The SCTPO Governing Board meeting will be broadcast live on Space Coast Government Television on Bighthouse Networks cable channel 199, comcast (North Brevard) Channel 51, Comcast (South Brevard) Channel 26. SCGTV will also replay the meeting during the coming month. Check the SCGTV website for daily program updates, (<http://www.scgtv.org>).

**\*\*\* PLEASE SILENCE ALL ELECTRONIC DEVICES \*\*\***

### Space Coast TPO

2725 Judge Fran Jamieson  
Way Building B, Room 105  
Viera, FL 32940  
Phone: 321-690-6890

<http://spacecoasttpo.com/>



CONSENT AGENDA  
ITEM NUMBER 3

**Approval RE: SCTPO BPTAC Meeting Minutes**

*For further information, please contact: [Zoe.McNeely@sctpo.com](mailto:Zoe.McNeely@sctpo.com)  
Strategic Plan Emphasis Area: Leadership*

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**DISCUSSION:**

Staff has prepared draft minutes for the Bicycle, Pedestrian, and Trails Advisory Committee (BPTAC) from their meeting conducted on December 4, 2023.

**REQUESTED ACTION:**

Approve Bicycle, Pedestrian, and Trails Advisory Committee Meeting Minutes from December 4, 2023.

**ATTACHMENTS:**

- Draft BPTAC Meeting Minutes from December 4, 2023; **Attachment A**



## Bicycle, Pedestrian, and Trails Advisory Committee

Viera Government Center  
Florida Room, Bldg. C, 3<sup>rd</sup> Floor



Meeting Date: Monday, December 4, 2023  
5:30 P.M.

### MEETING MINUTES

#### Agenda

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1. **Call to Order and Pledge of Allegiance**
2. **Public Comment (non-agenda items only)**
3. **Reports**
  - A. Director's Report
  - B. Trails Report
  - C. FDOT Report
4. **Consent Agenda** (The entire Consent Agenda will be passed in one motion and read aloud for the record)
  - A. Approval RE: SCTPO BPTAC Meeting Minutes – September 18, 2023
5. **Action Items**
  - A. Approval RE: BPTAC Election of Officers and Representatives
  - B. Approval RE: 2050 Long Range Transportation Plan Goals and Objectives
6. **Presentations**
  - A. BPTAC Roles and Responsibilities
7. **Member Comment** (non-agenda items only)
8. **Adjourn**

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**BPTAC Committee Members Present:**

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Tim Craven, *BOCC Planning & Development*  
Todd Corwin, *City of Melbourne*  
Nicholas Gow, *City of Titusville*  
Murray Hann, *Trail Partners*  
Carl Kaiserman, *Citizen of Melbourne*  
Angelika Keene, *UFIFAS Extension*  
Wesley Park, *Citizen of Cocoa*  
Pete Petyk, *City of Titusville*  
Jim Scherff, *Space Coast Area Transit*  
Devin Swanson, *BOCC Public Works*  
Drew Thompson, *Citizen of Malabar*  
Alan Woolwich, *BOCC Housing/Human Services*

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**Others Present:**

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Laura Carter, *Space Coast TPO Staff*  
Eric Dirschka  
Ruth Dirschka  
Debbie Flynn, *Space Coast TPO Staff*  
Georganna Gillette, *Space Coast TPO Staff*  
Sarah Kraum, *Space Coast TPO Staff*  
Zoe McNeely, *Space Coast TPO Staff*  
Stephanie Moss, *FDOT*  
Frank Watanabe, *City of Palm Bay*

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**Item 1. Call to Order and Pledge of Allegiance**

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Angelika Keene, Chair, called the meeting to order at 5:31 p.m. All participated in the Pledge of Allegiance.

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**Item 2. Public Comment**

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A public statement was made by Eric Dirschka about a possible sidewalk for S.R. 405 Columbia Boulevard in Titusville. FDOT sent a letter to notify residents about upcoming improvements to the corridor. He inquired for details and the project manager apologized for a mistake in the letter and said that the addition of the sidewalk has been deleted.

Sarah Kraum commented that the SCTPO will be meeting with FDOT and that this issue will be discussed. Kraum and Gillette expressed the need to confirm the project and its specifics.

Murray Hann proposed that the project be further researched and supported as it was presented to the public.

***Motion by Murray Hann, second by Pete Petyk to support the project as it was presented to the public. Hearing no objections, the motion passed unanimously.***

### ***Item 3A. Director's Report***

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Georganna Gillette, Executive Director, advised the Bicycle, Pedestrian, and Trails Advisory Committee of any pertinent items not covered on the agenda.

- Public Engagement and Outreach Events
- 2024 Legislative Priorities and Policy Positions
- Ellis Road INFRA Grant Fact Sheet

Pete Petyk commented on e-bike etiquette and suggested that there should be education on the rules of the road prior to purchasing an e-bike. Georganna Gillette and Stephanie Moss responded that Shelby Villatoro, SCTPO Education & Outreach Coordinator, brought it up at a statewide meeting and that safety information is in development.

Drew Thompson commented the etiquette of e-bikes on the sidewalk should be included in the educational material. Murray Hann commented on other safety issues, such as riding with traffic instead of against and using cell phones while riding. Alan Woolwich commented that other motorized micromobility devices can move at a high speed as well and there is much more to regulate.

### ***Item 3B. Trails Report***

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Debbie Flynn, SCTPO Transportation Planner, presented the trails report. Report discussed the Indian River Lagoon National Scenic Byway (IRLNSB) Coalition meeting held on November 2, 2023. As well as provided an update on FDOT SUN Trail funding for the North Merritt Island Pioneer Trail Feasibility Study and the design for East Coast Greenway/US 1 trail from SR 50 Grace Street within the City of Titusville.

Debbie Flynn, SCTPO Transportation Planner also informed the BPTAC on a bike design workshop presented by FWHA staff attended on November 28<sup>th</sup> and 29<sup>th</sup>.

### ***Item 3C. FDOT Report***

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FDOT Bicycle and Pedestrian Coordinator, Stephanie Moss reported on the FHWA bike design workshop. She also reported that two midblock pedestrian signals went live in the City of Cocoa Beach on December 4, 2023. There will be an outreach event on Friday, December 15<sup>th</sup> from 12pm – 3pm at Lori Wilson Park to educate people on how to use the new devices.

## Consent Agenda

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### **Item 3A. Approval SCTPO BPTAC Meeting Minutes – September 18, 2023**

Staff has prepared draft minutes for the Bicycle, Pedestrian, and Trails Advisory Committee (BPTAC) from their meeting conducted on September 18, 2023.

***Motion by Alan Woolwich, seconded by Drew Thompson to approve BPTAC meeting minutes from September 18, 2023. Hearing no objections, the motion passed unanimously.***

## Action Items

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### **Item 5A. Approval RE: BPTAC Election of Officers and Representatives**

Elections are held for the Space Coast TPO at the final meeting of the calendar year. All elected and appointed Officers will serve for the period 01/01/2024 – 12/31/2024. Devin Swanson made a motion to nominate Angelika Keene to remain as Chair. Drew Thompson made a motion to nominate Alan Woolwich to remain as Vice Chair. Debbie Flynn facilitated nominations for one BPTAC member to join the Southern Brevard Trails Master Plan Working Group. Drew Thompson nominated Murray Hann to be appointed as the Working Group Member. Devin Swanson seconded the motion.

***Motion by Murray Hann, second by Drew Thompson to approve the ballot of BPTAC officers and representatives. Hearing no objections, the motion passed unanimously.***

### **Item 5B. Approval RE: 2050 Long Range Transportation Plan Goals and Objectives**

Staff provided a brief overview and presentation on the 2050 Long Range Transportation Goals and Objectives.

Todd Corwin asked if there is a separate working group for the Transit Development Plan (TDP). Sarah Kraum commented that there is a TDP subcommittee which is a smaller group of transit users, professionals, and required agencies.

Alan Woolwich commented that equity plays into each category of the Long-Range Transportation Plan (LRTP) and asked if the language can be adjusted to emphasize that. Sarah Kraum commented that these goals and objectives are currently a work in progress and that there will be a performance measure for each objective that will showcase how equity is being included.

Pete Petyk commented congratulations to the Space Coast TPO for their focus on safety and vulnerable road users over the years.



Carl Kaiserman commented that he does not know where rail is fitting into the multimodal plan. Sarah Kraum commented that within the TDP objectives, the intermodal station is mentioned, and the station will also be mentioned in the LRTP.

Tim Craven agreed with Alan Woolwich's comments that language should be included regarding social equity. Sarah Kraum commented that there are layers that will focus on different aspects of social equity and the connectivity of underserved communities.

***Motion by Drew Thompson, second by Murray Hann to approve the 2050 Long Range Transportation Plan Goals and Objectives. Hearing no objections, the motion passed unanimously.***

## ***Item 6. Presentations***

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### **Item 6A. BPTAC Roles and Responsibilities**

Staff presented the annual member orientation, discussed bicycle, pedestrian, and trail programs, and the roles and responsibilities of the BPTAC.

BPTAC members and staff discussed direction of the strategic workshop to be held in January 2024 to help define the vision, roles, and responsibilities of the BPTAC.

Drew Thompson commented that knowing where the BPTAC has been will help determine where the Committee needs to go in the future.

## ***Item 7. Member Comment***

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Carl Kaiserman commented that he would like to see the upcoming events that are usually included in the SCTPO "Get Involved Gazette". Sarah Kraum responded that Abby Hemenway is catching up on these from returning from maternity leave and will be resuming regularly scheduled newsletters soon.

## ***Item 7. Adjourn***

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Hearing no further comment the meeting was adjourned by Angelika Keene at 6:57 p.m.



**ACTION ITEMS**  
**ITEM NUMBER 4A**

**Approval RE: Work Order 24-10K North Merritt Island Pioneer Trail**  
**Feasibility Study**

*For further information, please contact: [sarah.kraum@sctpo.com](mailto:sarah.kraum@sctpo.com)  
Strategic Plan Emphasis Area: Linking Transportation & Land Use*

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**DISCUSSION:**

Brevard County Parks & Recreation received a \$300,000 SUN Trail grant to conduct a feasibility study on the North Merritt Island Pioneer Trail. Via an interlocal agreement, the Space Coast TPO (SCTPO) will administer the project on behalf of Brevard County.

The project will review potential trail alignments on North Merritt Island and discern feasible route(s) for the North Merritt Island Pioneer Trail, connecting SR 528 to the Pine Island Conservation Area, while also connecting to the existing Pioneer Trail located in Kings Park. The North Merritt Island Pioneer Trail is identified on the SCTPO Showcase Trail Network and is considered an essential spur for the East Coast Greenway. Project will also include an environmental review, public and stakeholder engagement, and development of preliminary typical sections.

**REQUESTED ACTION:**

Approve Work Order 24-10K: North Merritt Island Pioneer Trail Feasibility Study

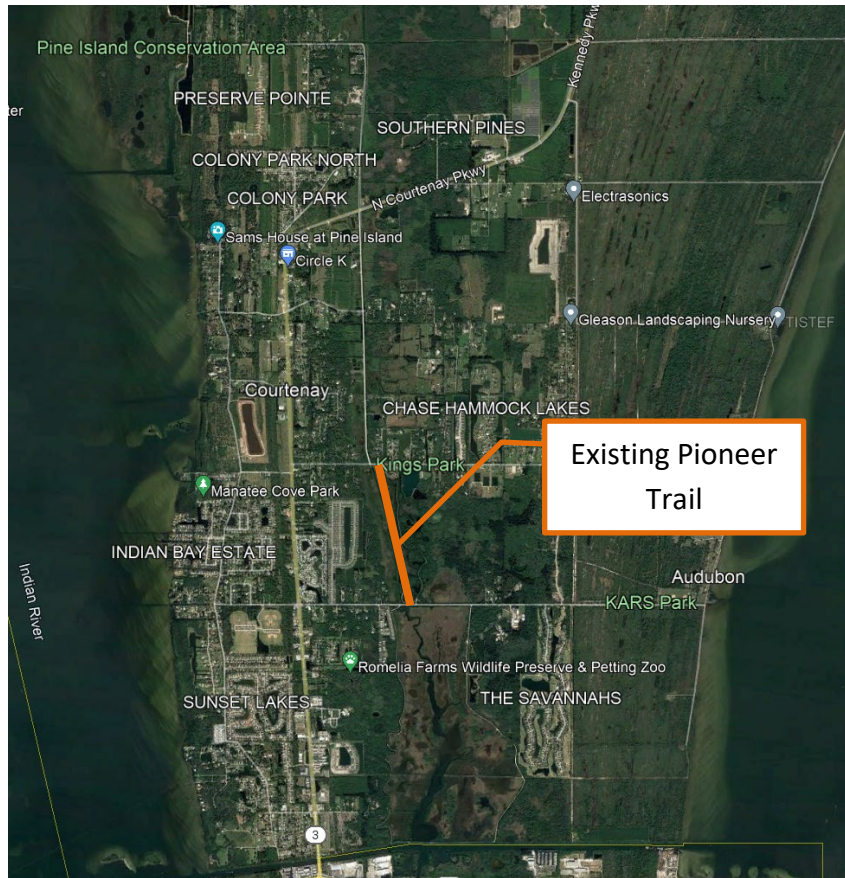
**ATTACHMENTS:**

- Work Order 24-10K North Merritt Island Pioneer Trail Feasibility Study Scope of Services and Fee Summary, **Attachment A**

**Space Coast Transportation Planning Organization  
North Merritt Island Pioneer Trail Feasibility Study  
Work Order 24-10K  
Scope of Services  
1/8/2024**

**A. INTRODUCTION**

The Space Coast Transportation Planning Organization (SCTPO), in conjunction with Brevard County Parks & Recreation, will review potential trail alignments on North Merritt Island and discern feasible route(s) for the North Merritt Island Pioneer Trail. The North Merritt Island Pioneer Trail is identified on the SCTPO Showcase Trail Network and is considered an essential spur for the East Coast Greenway. The study area spans North Merritt Island from SR 528 in the south to Pine Island Conservation Area in the north, and the Indian River in the west to the Banana River in the east. Under this Work Order, Kittelson & Associates, Inc. (KAI) and Inwood Consulting Engineers, Inc. (Inwood) (together will be referenced as the Consultant Team) will work with the SCTPO and Brevard County Parks & Recreation to assess feasibility of a multi-use trail connecting SR 528 to the Pine Island Conservation Area, while also connecting to the existing Pioneer Trail located in Kings Park.



## B. SCOPE TASKS

The Consultant Team will assist the SCTPO with the following tasks as part of the Study:

- Task 1 Data Collection
- Task 2 Existing Conditions Analysis
- Task 3 Alternatives Analysis
- Task 4 Final Report
- Task 5 Public & Stakeholder
- Task 6 Internal Project Meetings
- Task 7 Project Administration

### TASK 1 DATA COLLECTION

#### 1.1 Traffic Data Collection

KAI will coordinate with the SCTPO to collect the following traffic data:

- Most current segment volumes available from the 2022 State of the System (SOS) Report;
- Additional daily traffic data for roadways not included in the SOS;
- Turning movement counts (TMCs) at intersections; and
- Non-motorized counts at appropriate locations.

This data will be analyzed in **Task 3.2** to help determine potential alignment alternatives.

#### 1.2 Right-of-Way Data Collection

KAI will obtain GIS parcel data from the Brevard County Property Appraiser. This data will be analyzed in **Task 3.2** to help determine potential alignment alternatives.

#### 1.3 General Data Collection

KAI will collect the following data to support **Task 2** and **Task 3.2**:

- Signal timing/phasing information for intersections within the study area.
- Planned and programmed roadway projects in the study area.
- Recently completed projects in the study area.
- Existing and future land use, including plans for new developments in the study area.
- Community attractions (parks, government facilities, shopping, etc.).
- Census data from US Census Bureau and other demographic data sources.

#### 1.4 Utility Verification

Inwood will pull a Sunshine One Call Ticket to confirm the utilities within the limits of the study area and review any other readily available utility related public information. Inwood will contact the utilities within the study area to obtain information for their existing and planned future facilities. This information will be utilized during **Task 3.6**.

## 1.5 Drainage Data Collection

Inwood will gather floodplain data from FEMA Flood Insurance Rate maps, and other drainage related data needed to obtain permits from relevant sources including local government, local agencies, and regulatory agencies. This information will be utilized during **Task 3.7**.

## 1.6 Basemap Preparation

KAI will prepare basemaps of the study area to display the existing conditions information and show results from the various analyses performed as part of **Task 3**.

### *Deliverables*

- *The efforts in **Task 1** will be documented in the Final Report discussed in **Task 4**.*

## TASK 2 EXISTING CONDITIONS ANALYSIS

### 2.1 Historical Safety Review

KAI will obtain crash records from the University of Florida's Signal Four (S4) crash database for the study area for the most recent five years of crash data (January 1, 2018 – December 31, 2022). Supplemental crash data from January 1, 2023 to December 31, 2023 will also be collected to verify crash trends and patterns. The crash data will be post-processed following the guidelines established as part of FDOT's Crash Data Guidance (April 2023). Crash trends and hot spot locations will be identified with focus on pedestrian/bicycle crashes and fatal/serious injury crashes to provide insights for potential alignment alternatives and crossing locations as part of **Task 3.2**. The 2022 State of the System (SOS) Report and February 2024 Vision Zero Action Plan will be referenced for high crash segments/intersections within the study area as well. The crash review will include the creation of crash maps and summary tables/charts.

### 2.2 Resiliency Review

KAI will perform a resiliency review of the study area including a review of Shocks and Stressor Impact Areas and the SCTPO Transportation Resiliency Masterplan (2022), as described in further detail below:

- Shocks and Stressors Impact Areas
  - FEMA 100 Year Flood Plain;
  - Very High Risk to Fire;
  - Smoke Buffer around Very High Risk to Fire;
  - NOAA Sea Level Rise 2100 High Curve;
  - NOAA SLOSH Maximum of Maximums Storm Surge for Category 3 Hurricane; and
  - Shoreline Erosion.
- SCTPO Transportation Resiliency Master Plan –
  - Vulnerable Segments: Segmented network intersected with the shocks and stressors impact areas; and

- Resiliency Master Plan Corridors: Corridors with defined scoring criteria for vulnerability and criticality, and criteria for assessing population vulnerability.

## 2.3 Demographics Review

KAI will utilize census data collected as part of **Task 1.3** to perform a demographic review of census tracts within the study area. KAI will also review and summarize equity data from the enhanced Vision Zero equity analysis, previously completed by the SCTPO.

### *Deliverables*

- *The efforts in **Task 2** will be documented in the Final Report discussed in **Task 4**.*

## TASK 3 ALTERNATIVES ANALYSIS

### 3.1 Purpose and Need

The Consultant Team will develop the Purpose and Need statement for the Study based on the data collected in **Task 1** and the results from **Task 2**. The Purpose and Need statement will assist with the Efficient Transportation Decision Making (ETDM) Planning Screen tasks outlined in **Task 3.10**.

### 3.2 Determination of Potential Alignments

Utilizing the data collected in **Task 1** and the results from **Task 2**, the Consultant Team will determine up to 5 different alignment alternatives within the study area to create a connection from SR 528 in the south to the Pine Island Conservation Area in the north.

As part of this task, the segment traffic volume data collected in **Task 1.1** will be reviewed to help determine potential off-road or roadside alignments. The intersection traffic count data will also be reviewed to determine level of conflicts at intersections or potential mid-block crossing locations.

### 3.3 Field Review

The Consultant Team (two KAI and two Inwood staff), in coordination with the SCTPO and Brevard County Parks & Recreation staff, will conduct a day-long field review within the study area to verify the feasibility of the potential trail alignments identified in **Task 3.2**. The field review may include the following:

- Observe existing trail and trail head usage of pedestrian, bicyclist, and vehicular traffic;
- Observe traffic patterns near existing trails and near/along potential trail alignments, along with the interactions/impacts on potential trail users;
- Note potential trail obstacles/fatal flaws for potential trail alignments;
- Observe bicycle/pedestrian safety and traffic issues that impact safety;
- Evaluate potential crossing locations and treatments; and
- Photo documentation of existing trail and potential trail alignments.

### **3.4 Grant Review**

KAI will identify potential grant programs for which the potential trial could be eligible for funding. The review will assist in identifying design requirements, such as pavement materials and typical section dimensions, to help develop preliminary typical sections as discussed in **Task 3.5**.

### **3.5 Development of Preliminary Typical Sections**

KAI will develop four typical sections for the alignment alternatives identified as part of **Task 3.2**. The typical sections will be produced in CADD (which can be utilized for the concept layout in **Task 3.14**) and in Streetmix (which can be utilized for Public Outreach efforts in **Task 5**). The typical sections may include the following:

- Paved Off-Road Trail.
- Unpaved Off-Road Trail.
- Paved Roadside Trail.
- Rural Advisory Shoulder.

### **3.6 Impacted Utilities Assessment**

Inwood will perform a utility impact assessment for the alignment alternatives identified in **Task 3.2**. The utility elements will be evaluated for cost and level of impact per alignment alternative. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

### **3.7 Drainage Assessment**

Inwood will perform a drainage assessment for the alignment alternatives identified in **Task 3.2**. The following drainage elements will be evaluated:

- Review of existing drainage infrastructures (inlet/outlet structures and cross drains).
- Determine overall watershed designation, WBIDs, impaired status, existing drainage patterns and other related existing drainage condition necessary.
- Evaluate stormwater management and floodplain requirements.

The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

### **3.8 Environmental Assessment**

Inwood will perform a preliminary GIS-based environmental assessment supplemented by environmental specific field reviews. The assessment will identify regulated natural resources within the study area along with potential impacts and fatal flaws for the alignment alternatives. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

### **3.9 Resiliency Assessment**

KAI will evaluate the alternative alignments against data and results from the resiliency review conducted as part of **Task 2.2**. The results of this assessment will be utilized when creating the Comparative Evaluation Matrix as discussed in **Task 3.12**.

### **3.10 Efficient Transportation Decision Making (ETDM) Planning Screen**

Inwood will upload the five alignment alternatives to the ETDM tool and run a Planning Screen. Inwood will perform the GIS analysis, summarize impacts and assign Degree of Effect (DOE), and publish the screening summary.

### **3.11 Planning and Environmental Linkage Review**

KAI will perform a review of the Planning and Environmental Linkage from the PD&E Manual Part 1, Chapter 4, Section 4.2.2 to verify that planning efforts from this Study can be utilized during a future PD&E phase.

### **3.12 Comparative Evaluation Matrix**

The Consultant Team will create a Comparative Evaluation Matrix to evaluate the alignment alternatives determined as part of **Task 3.2**. The Comparative Evaluation Matrix may include the following:

- Ability to Meet Purpose and Need;
- Safety;
- Land Impacts;
- Utility Impacts;
- Drainage Impacts; and
- Addresses Resiliency.

### **3.13 Feasibility Assessment**

In coordination with the SCTPO and Brevard County Parks & Recreation, the Consultant Team will select up to two alignments to move forward into concept development based on the results from the previous tasks. Public engagement is anticipated to occur during this task, as discussed in **Task 5**, to solicit input and feedback on potential alignments prior to selecting the two alignments.

### **3.14 Conceptual Layout**

KAI will draft the two alignment alternatives in CADD over the background of an existing satellite aerial image. The concepts will identify potential constraints with each alignment and also identify areas for potentially elevated boardwalks, where necessary.



### **3.15 Planning Level Cost Estimates**

KAI will generate planning level cost estimates for the two alignments selected under **Task 3.13**. The cost estimates will include design, right-of-way (if necessary), and construction costs that could be utilized as a starting point for potential grant funding applications.

### **3.16 Class of Action Determination**

The Consultant Team will determine a recommended Class of Action for a potential PD&E phase utilizing the results from the above tasks.

#### *Deliverables*

- *The efforts in **Task 3** will be documented in the Final Report discussed in **Task 4**.*

## **TASK 4 FINAL REPORT**

### **4.1 Draft Final Report**

The Consultant Team will summarize **Task 1** through **Task 3** in a draft Final Report. It is anticipated the SCTPO and Brevard County Parks & Recreation will provide one (1) round of review comments on the Final Report.

### **4.2 Revised Final Report**

Based on the edits/comments received from the SCTPO and Brevard County Parks & Recreation, the Consultant Team will revise the Report and produce a final version for the SCTPO's and Brevard County Parks & Recreation records.

#### *Deliverables*

- *Draft and Final Report.*
- *Six (6) hard copies of the Final Report will be prepared for the Study Team once the document is finalized. An electronic version in PDF format will also be submitted to the SCTPO and Brevard County Parks & Recreation.*

## **TASK 5 PUBLIC & STAKEHOLDER ENGAGEMENT**

### **5.1 General Study and Stakeholder Meetings**

The Consultant Team will work with the SCTPO and Brevard County Parks & Recreation to identify agencies and stakeholders that can be coordinated with during the course of the Study. It is anticipated that there will be necessary coordination with Florida Department of Transportation (FDOT), Environmental Endangered Lands (EEL), other government agencies, and potential Study stakeholders (e.g., Home Owners Associations). Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will prepare for and attend up to eight (8) of these meetings throughout the course of the Study. It is anticipated that up to four (4) of these meetings will be held virtually and the other four (4) will be held in-person. Each meeting will be up to one (1) hour in length.

## 5.2 Virtual Public Open House

As part of **Task 3.13**, the SCTPO will organize a virtual Public Open House to engage the public and solicit input on the results of the analysis from **Task 1** through **Task 3.12**. The Consultant Team will support the SCTPO by developing a PowerPoint presentation summarizing the key points from the Study. Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend and participate in the virtual Public Open House. It is anticipated that the SCTPO will host and advertise the virtual Public Open House. The SCTPO will be responsible for providing a demographic summary of participants. It is anticipated that the virtual Public Open House will be two (2) hours in length.

## 5.3 In-Person Public Open House

As part of **Task 3.13**, an in-person Public Open House will be held to engage the public and solicit input on the results of the analysis from **Task 1** through **Task 3.12**. The following tasks are anticipated for the in-person Public Open House:

- The Consultant Team will develop an overview handout, boards, and displays for the public to view during the Open House.
- The Consultant Team will work with SCTPO staff to generate a mailing list for Open House notifications. This includes letters to elected and appointed officials and e-mail notifications based on local jurisdiction e-mail lists.
- The Consultant Team will respond to comments received at the Open House in Excel format. It is anticipated these comment responses will be included as an appendix in the Open House Summary.
- The Consultant Team will prepare an Open House summary.
- The SCTPO will be responsible for publishing Open House information on their social media platforms but the Consultant Team will provide the materials for publishing.
- The SCTPO will secure a site to host the Open House.

Up to five (5) total Consultant Team staff (three (3) Kittelson and two (2) Inwood) will prepare for and attend the Public Open House. It is anticipated that the Open House will be held in-person and will be two (2) hours in length. The Consultant Team will pay the cost of printing materials and mailing notification letters, as applicable (up to \$2,000).

## 5.4 Presentations

The Consultant Team will coordinate with the SCTPO to develop a presentation summarizing the Study. It is anticipated up to two (2) Consultant Team staff (one (1) KAI and one (1) Inwood) will make up to four (4) in-person presentations at the end of the Study:

- North Merritt Island Home Owners Association;
- South/Central Brevard Parks & Recreation Advisory Board;
- Brevard County Board of County Commissioners; and

- SCTPO Governing Board.

It is anticipated that SCTPO staff will make two presentations at the end of the project:

- SCTPO Bicycle/Pedestrian/Trails Advisory Committee (BPTAC); and
- SCTPO Technical Advisory Committee (TAC) and Citizens Advisory Committee (CAC).

## **TASK 6 INTERNAL PROJECT MEETINGS**

### **6.1 Kick-Off Meeting**

Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend a two-hour in-person Kick-Off Meeting with the SCTPO and Brevard County Parks & Recreation to discuss the goals and anticipated outcomes of the Study. The Consultant Team will present a draft schedule to the SCTPO and Brevard County Parks & Recreation during this meeting.

### **6.2 Bi-Monthly Project Status Meetings**

Up to three (3) Consultant Team staff (two (2) KAI and one (1) Inwood) will attend up to six (6) bi-monthly project status meetings with the SCTPO and Brevard County Parks & Recreation to discuss Study progress and receive input on tasks completed. The purpose of these meetings is to maintain clear communication between the SCTPO/Brevard County Parks & Recreation and the Consultant Team. It is anticipated that each of these meetings will be held virtually and be one (1) hour in length. The Consultant Team will prepare a meeting agenda and prepare/distribute a meeting summary following each of these meetings.

## **TASK 7 PROJECT ADMINISTRATION**

**Project Manager:** Sarah Kraum ([Sarah.Kraum@sctpo.com](mailto:Sarah.Kraum@sctpo.com)) will serve as the SCTPO project manager, and Travis Hills ([thills@kittelsohn.com](mailto:thills@kittelsohn.com)) will serve as the Consultant Team project manager for this project.

**Quality Control:** The Consultant Team will designate appropriate senior staff to conduct Quality Control (QC) reviews of work products.

**Project Schedule:** The Consultant Team will prepare and submit a detailed project schedule identifying major tasks, their durations, and task relationships. The Consultant Team will keep the schedule up to date monthly. The beginning date of the services will be the date of authorization for this work order. Any changes to the schedule necessitated by circumstances outside the Consultant Team's control will be coordinated with the SCTPO. It is anticipated the project will be complete by June 30, 2025.

**Invoices:** Invoices will be prepared in the format prescribed by the SCTPO. A detailed invoice including a narrative description of the work performed by the Consultant Team during the period covered by the invoice for each item in the scope will be submitted. The final invoice will be labeled "Final" and project close-out procedures will be followed.

**Deliverable Coordination:** The Consultant Team will prepare, package, and coordinate deliverables for **Task 1** through **Task 4** with the SCTPO.

**Budget:** This work will be completed as a lump sum task order. A detailed summary budget table for the Consultant Team is attached.

**ATTACHMENT A - STANDARD FEE SUMMARY SHEET**  
**Name of Firm: Kittelson & Associates, Inc.**

Prime Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0555

Task Work Order Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0555

**Task: North Merritt Island Pioneer Trail Feasibility Study**

ACTIVITY	Senior Principal Engineer/Planner RATE: \$	Associate Engineer/Planner RATE: \$	Senior Engineer/Planner RATE: \$	Engineer/Planner RATE: \$	Transportation Analyst RATE: \$	Associate Technician RATE: \$	Office Support/Clerical RATE: \$	TOTAL HOURS	COST BY ACTIVITY
<b>Task 1 Data Collection</b>	0	8	8	28	62	24	0	120	\$ 16,830.00
1.1 Traffic Data Collection	0	2	2	4	0	0	0	6	\$ 980.00
1.2 Right-of-Way Data Collection	0	2	2	4	0	0	0	6	\$ 980.00
1.3 General Data Collection	0	2	2	4	0	0	0	6	\$ 980.00
1.4 Utility Verification	0	2	2	4	0	0	0	6	\$ 980.00
1.5 Drainage Data Collection	0	2	2	4	0	0	0	6	\$ 980.00
1.6 Basemap Preparation	0	2	2	4	0	0	0	6	\$ 980.00
<b>Task 2 Existing Conditions Analysis</b>	0	8	8	22	32	0	0	68	\$ 9,490.00
2.1 Historical Safety Review	0	4	4	16	24	0	0	48	\$ 6,540.00
2.2 Resiliency Review	0	2	2	4	4	0	0	10	\$ 1,440.00
2.3 Demographics Review	0	2	2	2	4	0	0	10	\$ 1,510.00
<b>Task 3 Alternatives Analysis</b>	18	66	62	124	124	12	0	406	\$ 63,110.00
3.1 Purpose and Need	2	4	4	8	0	0	0	26	\$ 4,460.00
3.2 Determination of Potential Alignments	0	8	8	16	0	0	0	44	\$ 6,940.00
3.3 Field Review	0	8	8	12	0	0	0	24	\$ 3,820.00
3.4 Grant Review	0	2	2	4	0	0	0	16	\$ 2,250.00
3.5 Development of Preliminary Typical Sections	2	8	8	16	32	12	0	82	\$ 12,160.00
3.6 Impacted Utilities Assessment	0	0	0	0	0	0	0	0	\$ -
3.7 Drainage Assessment	0	0	0	0	0	0	0	0	\$ -
3.8 Environmental Assessment	0	0	0	0	0	0	0	0	\$ -
3.9 Resiliency Assessment	2	2	2	4	8	0	0	16	\$ 2,440.00
3.10 ETDM Planning Screen	0	4	4	8	0	0	0	12	\$ 1,960.00
3.11 Planning and Environmental Linkage Review	2	4	4	8	0	0	0	14	\$ 2,500.00
3.12 Comparative Evaluation Matrix	2	4	4	8	0	0	0	22	\$ 3,660.00
3.13 Feasibility Assessment	2	4	4	4	0	0	0	10	\$ 1,940.00
3.14 Conceptual Layout	4	12	12	24	40	0	0	88	\$ 13,240.00
3.15 Planning Level Cost Estimates	0	4	4	8	20	0	0	44	\$ 6,220.00
3.16 Class of Action Determination	2	2	2	4	0	0	0	8	\$ 1,520.00
<b>Task 4 Final Report</b>	4	36	12	32	56	0	0	140	\$ 21,600.00
4.1 Draft Final Report	4	24	8	24	40	0	0	100	\$ 15,480.00
4.2 Revised Final Report	0	12	4	8	16	0	0	40	\$ 6,180.00
<b>Task 5 Public &amp; Stakeholder Engagement</b>	0	102	90	116	90	24	8	340	\$ 52,570.00
5.1 General Study and Stakeholder Meetings (4 in-person and 4 virtual, prep, attendance, and summary)	0	44	0	64	32	0	0	140	\$ 21,880.00
5.2 Virtual Public Open House (prep and attendance)	0	10	0	14	16	4	0	44	\$ 6,540.00
5.3 In-Person Public Open House (prep, attendance, and summary)	0	20	0	26	30	16	8	100	\$ 14,570.00
5.4 Presentations (prep and attendance)	0	28	0	12	12	4	0	56	\$ 9,580.00
<b>Task 6 Internal Project Meetings</b>	0	46	0	50	24	0	0	120	\$ 19,420.00
6.1 Kick Off Meeting (prep, attendance, and summary)	0	10	0	14	0	0	0	24	\$ 4,060.00
6.2 Bi-Monthly Project Status Meetings (prep, attendance, and summary)	0	36	0	36	24	0	0	96	\$ 15,360.00

**ATTACHMENT A - STANDARD FEE SUMMARY SHEET**  
 Name of Firm: Kittelson & Associates, Inc.

Prime Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0585

Task Work Order Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0585

**Task: North Merritt Island Pioneer Trail Feasibility Study**

ACTIVITY	Senior Principal Engineer/Planner RATE: \$	Senior Engineer/Planner RATE: \$	Associate Engineer/Planner RATE: \$	Senior Engineer/Planner RATE: \$	Engineer/Planner RATE: \$	Transportation Analyst RATE: \$	Associate Technician RATE: \$	Office Support/Clerical RATE: \$	TOTAL HOURS	COST BY ACTIVITY
Task 7 Project Administration	40	4	40	0	36	20	0	0	140	\$ 27,240.00
Quality Control	40	0	0	0	0	0	0	0	40	\$ 10,800.00
Project Schedule Administration	0	0	12	0	0	0	0	0	12	\$ 2,520.00
Deliverable Coordination	0	4	16	4	20	20	0	0	32	\$ 5,600.00
<b>SUM</b>	<b>62</b>	<b>92</b>	<b>306</b>	<b>92</b>	<b>408</b>	<b>388</b>	<b>60</b>	<b>8</b>	<b>1334</b>	<b>\$ 210,310.00</b>

Public Meeting Expenses	\$	2,000.00
Total K&A Fee	\$	212,310.00
Total Inwood Fee	\$	83,218.00
<b>TOTAL PROJECT</b>	<b>\$</b>	<b>295,528.00</b>

1/8/2024

**ATTACHMENT A - STANDARD FEE SUMMARY SHEET**  
**Name of Firm: Inwood Consulting Engineers, Inc.**

Task Work Order Consultant Information  
 Inwood Consulting Engineers, Inc.  
 Jason Houek GISP, PWS  
 P: 407-971-8850  
 M: 321-202-3907

Prime Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0555

**Task: North Merritt Island Pioneer Trail Feasibility Study**

ACTIVITY	Chief Engineer RATE	Senior Engineer RATE	Project Engineer RATE	Chief Designer RATE	Senior Designer RATE	Chief Scientist RATE	Project Scientist RATE	Scientist RATE	TOTAL HOURS	COST BY ACTIVITY
<b>Task 1 Data Collection</b>	0 \$	4 \$	856.00	30 \$	2,700.00	0 \$	0 \$	0 \$	62	10,794.00
1.1 Traffic Data Collection	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
1.2 Right-of-Way Data Collection	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
1.3 General Data Collection	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
1.4 Utility Verification	0 \$	0 \$	0 \$	30 \$	2,700.00	0 \$	0 \$	0 \$	50	8,370.00
1.5 Drainage Data Collection	0 \$	4 \$	856.00	0 \$	0 \$	0 \$	0 \$	0 \$	12	2,424.00
1.6 Basemap Preparation	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
<b>Task 2 Existing Conditions Analysis</b>	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
2.1 Historical Safety Review	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
2.2 Resiliency Review	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
2.3 Demographics Review	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
<b>Task 3 Alternatives Analysis</b>	8 \$	20 \$	4,280.00	15 \$	2,835.00	30 \$	7,350.00	20 \$	1,980.00	38,145.00
3.1 Purpose and Need	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	490.00	0 \$	2	490.00
3.2 Determination of Potential Alignments	0 \$	0 \$	0 \$	0 \$	0 \$	4 \$	980.00	0 \$	4	980.00
3.3 Field Review	0 \$	0 \$	0 \$	0 \$	0 \$	8 \$	1,960.00	0 \$	20	3,832.00
3.4 Grant Review	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.5 Development of Preliminary Typical Sections	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.6 Impacted Utilities Assessment	0 \$	0 \$	0 \$	15 \$	2,835.00	10 \$	1,350.00	0 \$	25	4,185.00
3.7 Drainage Assessment	8 \$	20 \$	4,280.00	24 \$	4,704.00	4 \$	980.00	20 \$	52	10,912.00
3.8 Environmental Assessment	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	44	6,080.00
3.9 Resiliency Assessment	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.10 ETDM Planning Screen	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	60	8,100.00
3.11 Planning and Environmental Linkage Review	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.12 Comparative Evaluation Matrix	0 \$	0 \$	0 \$	0 \$	0 \$	4 \$	980.00	0 \$	8	1,604.00
3.13 Feasibility Assessment	0 \$	0 \$	0 \$	0 \$	0 \$	4 \$	980.00	0 \$	4	980.00
3.14 Conceptual Layout	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.15 Planning Level Cost Estimates	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	0
3.16 Class of Action Determination	0 \$	0 \$	0 \$	0 \$	0 \$	4 \$	980.00	0 \$	4	980.00
<b>Task 4 Final Report</b>	0 \$	0 \$	0 \$	20 \$	3,780.00	4 \$	980.00	8 \$	792.00	8,420.00
4.1 Draft Final Report	0 \$	0 \$	0 \$	15 \$	2,835.00	9 \$	1,215.00	4 \$	396.00	5,560.00
4.2 Revised Final Report	0 \$	0 \$	0 \$	5 \$	945.00	3 \$	405.00	4 \$	396.00	2,860.00
<b>Task 5 Public &amp; Stakeholder Engagement</b>	0 \$	0 \$	0 \$	0 \$	0 \$	62 \$	15,100.00	0 \$	80	17,995.00
5.1 General Study and Stakeholder Meetings (4 in-person and 4 virtual; prep, attendance, and summary)	0 \$	0 \$	0 \$	0 \$	0 \$	28 \$	6,860.00	0 \$	28	6,860.00
5.2 Virtual Public Open House (prep and attendance)	0 \$	0 \$	0 \$	0 \$	0 \$	4 \$	980.00	0 \$	8	1,604.00
5.3 In-Person Public Open House (prep, attendance, and summary)	0 \$	0 \$	0 \$	0 \$	0 \$	8 \$	1,960.00	0 \$	18	3,520.00
5.4 Presentations (prep and attendance)	0 \$	0 \$	0 \$	0 \$	0 \$	22 \$	5,390.00	0 \$	26	6,014.00
<b>Task 6 Internal Project Meetings</b>	0 \$	0 \$	0 \$	0 \$	0 \$	19 \$	4,655.00	0 \$	19	4,655.00
6.1 Kick-Off Meeting (prep, attendance, and summary)	0 \$	0 \$	0 \$	0 \$	0 \$	7 \$	1,715.00	0 \$	7	1,715.00
6.2 Bi-Monthly Project Status Meetings (prep, attendance, and summary)	0 \$	0 \$	0 \$	0 \$	0 \$	12 \$	2,940.00	0 \$	12	2,940.00



**ATTACHMENT A - STANDARD FEE SUMMARY SHEET**  
**Name of Firm: Inwood Consulting Engineers, Inc.**

Prime Consultant Information  
 Kittelson & Associates, Inc.  
 Travis Hills, P.E., RSP,  
 P: 407-540-0555

Task Work Order Consultant Information  
 Inwood Consulting Engineers, Inc.  
 Jason Houek GISP, PWS  
 P: 407-971-8850  
 M: 321-202-3907

**Task: North Merritt Island Pioneer Trail Feasibility Study**

ACTIVITY	Chief Engineer RATE: \$	Senior Engineer RATE: \$	Project Engineer RATE: \$	Chief Designer RATE: \$	Senior Designer RATE: \$	Chief Scientist RATE: \$	Project Scientist RATE: \$	Scientist RATE: \$	TOTAL HOURS	COST BY ACTIVITY
Task 7 Project Administration	0 \$	0 \$	0 \$	0 \$	0 \$	8 \$	8 \$	0 \$	16	3,208.00
Quality Control	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	-
Project Schedule	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	-
Administration	0 \$	0 \$	0 \$	0 \$	0 \$	8 \$	8 \$	0 \$	16	3,208.00
Deliverable Coordination	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0 \$	0	-
<b>SUM</b>	8 \$	24 \$	32 \$	65 \$	102 \$	123 \$	70 \$	28 \$	452	83,218.00
<b>1/8/2024</b>	<b>TOTAL PROJECT \$</b>									<b>83,218.00</b>

**ACTION ITEMS  
ITEM NUMBER 4B**

**Approval RE: Transmittal of SUN Trails Regional Trail Prioritization  
Letter of Support**

*For further information, please contact: [sarah.kraum@sctpo.com](mailto:sarah.kraum@sctpo.com)  
Strategic Plan Emphasis Area: Linking Transportation & Land Use*

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**DISCUSSION:**

With the passing of SB 106 in 2023 and Florida Statute Chapter 260.0142(4)(c), the Florida Greenways and Trails Council have additional duties related to the prioritization of regional trails, as they relate to FDOT SUN Trail funding.

The original prioritization of regional trails was completed by the Council and provided to the Department of Transportation in March of 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 at the March 27 – 28, 2024, Council meeting at the Garden Center (715 3rd St NW, Winter Haven FL, 33881) in Winter Haven, Florida.

The Space Coast is requesting the BPTAC continue support of the three regional trails within their planning area: Coast to Coast, St Johns River to Sea Loop, and East Coast Greenway through sending a letter to the Florida Greenways and Trails Council.

**REQUESTED ACTION:**

Approval to transmit Letter of Support on behalf of BPTAC Re: Ranking of Regional Trails for SUN Trail Funding

**ATTACHMENTS:**

- Draft Ranking of Regional Trails for SUN Trail Funding Letter of Support, **Attachment A**



February 19, 2024

Samantha Browne  
Office of Greenways & Trails  
Bureau Chief  
3900 Commonwealth Boulevard  
Tallahassee, Florida 32399-3000

Dear Ms. Browne:

The Coast to Coast and St. Johns River to Sea Loop (Tier 1 and Tier 2) trail projects are both regionally ranked on the Space Coast Transportation Planning Organization's (SCTPO) and Central Florida MPO Alliance Priority Project Lists. The SCTPO's Bicycle, Pedestrian and Trails Committee requests that the Florida Greenways and Trails Council continue to rank these projects favorably, including the East Coast Greenway.

While the funding path for the Coast to Coast looks favorable, it is important to continue and highlight this project as it is much more than just a trail. The Coast to Coast trail serves as a gateway to space, connecting the west coast and east coast along a journey through Florida's culture. Trail towns have been created along its path, offering economic opportunities and improved quality of life for both residents and visitors to the trail. Unique partnerships have been formed with federal, local agencies, and municipalities to implement the trail. However, funding for construction is not expected until FY 2027. To ensure that this trail is fully implemented, it is requested that the Coast to Coast Trail remain ranked as a Tier 1 project by the Office of Greenway and Trails.

The St Johns River to Sea Loop, which also shares much of the same alignment as the Coast to Coast, remains a priority as well. There is still a large gap through the Merritt Island National Wildlife Refuge, which will continue to require coordination, prioritization, and support.

Finally, the East Coast Greenway is one of the most visionary and challenging trails. Creating a national trail alignment has many challenges, and the East Coast Greenway on the Space Coast is no exception. As much of the East Coast Greenway alignment is still unfunded, there is a need for continued support. While the Space Coast has had some amazing accomplishments, being a 72-mile-long county provides many challenges to completing a trail end to end. Therefore, it is requested to rank the East Coast Greenway favorably.

I am grateful for your continued support of regional trails and the SUN Trail Program.

Sincerely,

A handwritten signature in blue ink that reads "Georganna Gillette". The signature is written in a cursive, flowing style.

Georganna Gillette  
Executive Director

**WORKSHOP  
ITEM NUMBER 5A**

**BPTAC Strategic Visioning Workshop**

*For further information, please contact: [Sarah.Kraum@sctpo.com](mailto:Sarah.Kraum@sctpo.com)  
Strategic Plan Emphasis Area: Leadership*

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**DISCUSSION:**

SCTPO Staff and BPTAC members will participate in a Strategic Visioning Workshop. The purpose of the workshop is to develop the vision, direction, and actions for the BPTAC.

Workshop will be conducted in three parts:

1. Icebreaker – What if you had a blank check for transportation funding? What would you spend it on?
2. Governing Board Strategic Plan Activity – how can the BPTAC help advance the goals and objectives of the Governing Board Strategic Plan?
3. Vision Statement Development – what is the BPTAC’s vision?

**REQUESTED ACTION:**

As desired by the BPTAC.

**ATTACHMENTS:**

- Governing Board Strategic Plan, **Attachment A**
- BPTAC Survey Results, **Attachment B**

**MISSION:** To plan a transportation system that enhances quality of life and economic development by engaging the community.

**VISION:** Provide a safe, multimodal, innovative, and resilient transportation system for all.

**Leadership**

Represent and promote the Space Coast TPO

**Priority Actions:**

- Report TPO actions and policies to Councils/Boards
- Share TPO social media posts and news
- Pursue leadership development opportunities

**Performance Measure:**

Implement Governing Board Strategic Plan



**Safety**

Implement a safe transportation system for all users

**Priority Actions:**

- Support implementation of Vision Zero Action Plan
- Support innovative safety counter measures

**Performance Measure:**

Prioritize a Safe System Approach Pilot Project on a High Injury Network Corridor



**Linking Transportation & Land Use**

Plan a network that provides transportation choices

**Priority Actions:**

- Participate in 2050 Long Range Transportation Plan development
- Explore opportunities to connect transportation hubs

**Performance Measure:**

Adopt Plans, Projects, and Programs that Increase Transportation Choices



**Resiliency & Sustainability**

Plan for a resilient and sustainable transportation system

**Priority Actions:**

- Participate and share Resiliency Public Engagement campaign and activities
- Keep utility departments and stakeholders informed

**Performance Measure:**

Adoption of Transportation Resiliency Master Plan



**Technology & Data**

Implement technology to enhance reliability of the transportation system

**Priority Actions:**

- Continue funding support of TSMO
- Encourage municipalities to develop transportation technology and data sharing policies

**Performance Measure:**

Launch Data Dashboard





## Leadership

Represent and Promote the Space Coast TPO

### Previous Accomplishments

- Participated in Governing Board Strategic Plan Workshop
- Participated in Member Orientation
- Developed robust social media presence
- Launched new website

### Actions

#### Short Term

- Report TPO actions and policies to Councils/Boards
- Identify creative funding and grant opportunities
- Share TPO social media posts and news
- Attend Annual Governing Board Retreat
- Adopt Public Participation Plan Update
- Adopt Annual Legislative Priorities
- Pursue leadership development opportunities and trainings

#### Long Term

- Develop program to engage junior leaders through partnership with Brevard Public Schools, local Colleges/Universities, and technical education programs
- Research champion development programs

#### Obstacles

- Understanding of member roles and expectations
- Lack of funding and flexible use
- Engagement and understanding of roles from public and partners

### Performance Measure

Implement Governing Board Strategic Plan

### Resources

- Member Orientations
- MPOAC Institute
- FHWA guidance on new federal grant programs
- Social Media and Public Engagement



## Safety

Implement a Safe Transportation System for All Users

### Previous Accomplishments

- Adoption of Vision Zero Master Plan
- Vision Zero adopted by 7 cities (Cocoa, Cocoa Beach, Melbourne, Melbourne Beach, Palm Bay, Satellite Beach, Titusville)
- Development of Vision Zero Leadership Team
- Safe System Symposium

### Actions

#### Short Term

- Utilize Safe System Approach
- Support implementation of Vision Zero Action Plan Strategies
- Support innovative safety countermeasures such as RRFBs, lane reassignment, roundabouts, and more
- Encourage collaborative partnerships with law enforcement, health providers, schools, and others
- Champion the education on Vision Zero and safety counter measures

#### Long Term

- See a recognizable trend of reduction in traffic injuries, fatalities, and crashes
- Support the implementation of best practices in setting target speeds and speed limits
- Encourage policy and regulatory changes that support Vision Zero and safety counter measures

#### Obstacles

- Acceptance of proven safety counter measures
- Current roadway designs

### Performance Measure

Prioritize a Safe System Approach Pilot Project on a High Injury Network Corridor

### Resources

- FHWA Counter Measures and Safe Systems Approach
- FDOT Safety Office
- Vision Zero Action Plan
- Safe Routes to School Program
- Community Traffic Safety Team
- Signal 4 Crash Database





## Linking Transportation & Land Use

Plan a Network that Provides Transportation Choices

### Previous Accomplishments

- Adoption of 2045 Long Range Transportation Plan
- Development of Project Prioritization Methodology
- Adoption of Bicycle & Pedestrian Master Plan
- Coordination with transit (ADA Assessment, Transit Survey, etc)

### Actions

#### Short Term

- Engage with all stakeholders, including underserved and transportation disadvantaged populations
- Explore opportunities to connect transportation hubs and further transit oriented development, specifically regarding Brightline Passenger Rail
- Participate in 2050 Long Range Transportation Plan development
- Approve development of SMART(ER) Space Coast (Space, Mobility, Accessibility, Revenue, Technology, Energized Relationships)
- Pursue changes in federal funding policies and requirements to provide more flexible use and access to funding sources

#### Long Term

- Support development of a Micromobility Analysis and Master Plan
- Utilize data dashboard
- Meet all users and modes transportation needs

#### Obstacles

- Lack of regional community vision
- Lack of easily accessible and user friendly data system
- Lack of tools to analyze the impacts of land use decisions on transportation

### Performance Measure

Adopt Plans, Projects, and Programs that Increase Transportation Choices

### Resources

- Space Coast TPO Master Plans - Bicycle & Pedestrian Master Plan, Intelligent Transportation System Master Plan
- State of the System Report
- 2045 Long Range Transportation Plan
- Partner agencies
- Social media and public engagement



## Resiliency & Sustainability

### Plan for a Resilient and Sustainable Transportation System

#### Previous Accomplishments

- Completed Sea Level Rise Vulnerability Assessment
- Began Transportation Resiliency Master Plan development
- Began holding Environmental Review Meetings with Long Range Transportation Plan and List of Project Priorities Development

#### Actions

##### Short Term

- Participate in and share Resiliency Public Engagement campaign and activities
- Participate in Phase 2 of Transportation Resiliency Master Plan Corridor Assessments
- Keep utility departments and relevant stakeholders informed on TPO projects and activities

##### Long Term

- Help improve water quality and environment through project implementation and partnerships
- Support implementation of SR 528 bridge widening and resiliency improvements
- Support and fund a pilot project on an innovative engineering resiliency solution

##### Obstacles

- Lack of community knowledge on resiliency and impacts to transportation system
- Resiliency project implementation funding
- Need to retrofit from old designs and engineering

#### Performance Measure

Adoption of Transportation Resiliency Master Plan

#### Resources

- East Central Florida Regional Resiliency Collaborative
- Sea Level Rise Scenario Sketch Planning Tool
- Florida Coastal Resiliency Office
- Sea Level Impact Project (SLIP) Study Tool
- Transportation Resiliency Master Plan (Fall 2022)



## Technology & Data

Utilize Technology to Enhance Reliability of the Transportation System

### Previous Accomplishments

- Adoption of Intelligent Transportation System Master Plan
- Funding of Brevard Traffic Management Center
- Continued funding for Brevard County Traffic Operations
- Participation in Transportation System Management & Operations (TSMO) Consortium
- Implementation of innovative solutions such as diverging diamond and rectangular rapid flashing beacons

### Actions

#### Short Term

- Continue funding support of TSMO
- Encourage municipalities to develop transportation technology and data sharing policies
- Continue implementation, maintenance, and operations of innovative solutions
- Learn and share how to use the data dashboard

#### Long Term

- Collaborate resources in new Brevard Traffic Management Center
- Promote school aged education program on Transportation Innovation
- Update to Intelligent Transportation System Master Plan to incorporate new technologies and innovations
- Increase funding support of TSMO

#### Obstacles

- Local knowledge and education on innovative strategies and technologies
- Lack of easily accessible and user friendly data system
- Ability to plan for rate of implementation of new technologies such as electric or connected vehicles

### Performance Measure

Launch Data Dashboard

### Resources

- Intelligent Transportation System Master Plan
- Regional TSMO Group
- Brevard TSMO Group
- Intersection Control Evaluation (ICE)

**BPTAC Survey Responses**  
**January 2024**

<b>What is the biggest issue in our transportation system?</b>
I think there is still a need for focus on safety and efficiency.
Infrastructure is pushed beyond capacity.
Money
The time it takes to get from identifying priorities to enacting (completing) them
No Funds to build new stuff
Federal mandates that make projects vastly more expensive than are required
Lack of a connected network between various modes
Keeping up with the latest technology to ensure that the Transit system operates in the most efficient and cost effective manner possible while getting citizens to their destinations safely and on time.
Lack of continuity of bicycle facilities on the roadway network
Sprawl - lack of safe ways to get around without a car
The biggest issue of Brevard County's transportation system is the challenge of prioritizing the limited funding to diverse transportation needs so that the result is a system which is: <ul style="list-style-type: none"> <li>• equitable to all citizens</li> <li>• provides efficient and safe connectivity to key locations</li> <li>• considers all modes of transportation</li> <li>• sustainable in technical design, environmental impact, and infrastructure funding</li> </ul>

<b>What three words do you feel best represents the future vision of the BPTAC?</b>
Forward-thinking, equitable, efficient
Education, Hopeful, but could be more Visionary
Alternate transportation model
integrated community involvement
Walk-Bike-Bus
Not road adjacent
Engagement with Community
Safety/Outreach/Synergy
Education, Continuity, Safety
Connected trail networks
• Bicycles • Pedestrians • Trails

What should be the BPTAC priority?
Enhancing the quality of place for the municipalities within the Space Coast
Bike/Ped infrastructure and safety measures
Non automobile travel and safety
Help identify the issues in projects that are at the design stage
Travel without automobile
Building trails to connect all of Brevard county utilizing off-roadway corridors (such as canal ROW).
Bicyclist and Pedestrian safety
Working to ensure the safety and welfare of pedestrians and bicyclists by ensuring that the pedestrian signals, crosswalks and bike lanes are in place and are well striped and having a vision for the future.
Help promote safer roadways for pedestrians and bicyclist (aka. Complete Street projects)s
Increasing bike/ped safety, reducing car speeds and crashes
The priority of BPTAC should be to provide advice to county level decision makers with regard to all transportation considerations that impact cyclists, pedestrians, and/or trails / trail systems. These are the transportation factors that are the least influenced by economic interests. Without a group providing this BPTAC function, the transportation system would likely morph into one with more barriers to those with less economic resources for travel. BPTAC helps to assure Brevard County citizens, urban or rural, a pragmatic level of transportation equity – one with access to nearby natural areas.



# SPACE COAST TRANSPORTATION PLANNING ORGANIZATION GLOSSARY OF TERMS

## Acronyms and Abbreviations

<b><u>Acronym</u></b>	<b><u>Full Name</u></b>
ADA	Americans with Disabilities Act
AMPO	Association of Metropolitan Planning Organizations
ATMS	Advanced Traffic Management System
BMBA	Brevard Mountain Bike Association
BOCC	Board of County Commissioners
BPTAC	Bicycle/Pedestrian and Trails Advisory Committee
CAC	Citizens Advisory Committee
CFMPO	Central Florida Metropolitan Planning Organization
CIGP	County Incentive Grant Program
CMS	Congestion Management System
CRA	Community Redevelopment Agency
CTST	Community Traffic Safety Team
ECFRPC	East Central Florida Regional Planning Council
ECRRT	East Central Florida Regional Rail Trail
EPA	Environmental Protection Agency
ETDM	Efficient Transportation Decision Making
FAST ACT	Fixing America's Surface Transportation Act
FDOT	Florida Department of Transportation
FEC	Florida East Coast Railroad
FHWA	Federal Highway Administration
FM	Financial Management
FS	Florida Statute
FTA	Federal Transit Administration
FY	Fiscal Year
GIS	Geographical Information System
GMSC	Growth Management Subcommittee
GPC	General Planning Consultant
G/W	Goes With
ITS	Intelligent Transportation System
LAP	Local Agency Program
LOGT	Local Option Gas Tax
L RTP	Long Range Transportation Plan
MAP-21	Moving Ahead for Progress in the 21 <sup>st</sup> Century
MPO	Metropolitan Planning Organization
MPOAC	Metropolitan Planning Organization Advisory Council
PD&E	Project Development & Environment
PPP	Public Participation Plan
SAFETEA-LU	Safe, Accountable, Flexible, Efficient Transportation Equity Act: A Legacy for Users
SCAT	Space Coast Area Transit
SJHP	St. John's Heritage Parkway
SJRWMD	St. Johns River Water Management District
SR	State Road
SU	Surface Transportation Block Grant Program Urban
TAC	Technical Advisory Committee
TDP	Transit Development Plan
TDLCB	Transportation Disadvantaged Local Coordinating Board
TIP	Transportation Improvement Program
TPO	Transportation Planning Organization
TRIP	Transportation Regional Incentive Program
UPWP	Unified Planning Work Program

**MISSION:** To plan a transportation system that enhances quality of life and economic development by engaging the community.

**VISION:** Provide a safe, multimodal, innovative, and resilient transportation system for all.

**Leadership**

Represent and promote the Space Coast TPO

**Priority Actions:**

- Report TPO actions and policies to Councils/Boards
- Share TPO social media posts and news
- Pursue leadership development opportunities

**Performance Measure:**

Implement Governing Board Strategic Plan



**Safety**

Implement a safe transportation system for all users

**Priority Actions:**

- Support implementation of Vision Zero Action Plan
- Support innovative safety counter measures

**Performance Measure:**

Prioritize a Safe System Approach Pilot Project on a High Injury Network Corridor



**Linking Transportation & Land Use**

Plan a network that provides transportation choices

**Priority Actions:**

- Participate in 2050 Long Range Transportation Plan development
- Explore opportunities to connect transportation hubs

**Performance Measure:**

Adopt Plans, Projects, and Programs that Increase Transportation Choices



**Resiliency & Sustainability**

Plan for a resilient and sustainable transportation system

**Priority Actions:**

- Participate and share Resiliency Public Engagement campaign and activities
- Keep utility departments and stakeholders informed

**Performance Measure:**

Adoption of Transportation Resiliency Master Plan



**Technology & Data**

Implement technology to enhance reliability of the transportation system

**Priority Actions:**

- Continue funding support of TSMO
- Encourage municipalities to develop transportation technology and data sharing policies

**Performance Measure:**

Launch Data Dashboard

