

FLORIDA
BICYCLE &  **PEDESTRIAN**
PARTNERSHIP COUNCIL

ANNUAL REPORT

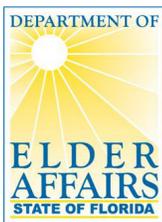
2015



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BICYCLE &  **PEDESTRIAN**
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THIS REPORT HAS BEEN PREPARED IN COORDINATION WITH OUR PARTNER
AGENCIES AND ORGANIZATIONS:





Council Membership

The Council's membership evolved throughout the course of the year. Names indicated with an asterisk (*) denote a current member as of the December 2015 Council meeting. Members and advisers are listed below.

Council Members

- Carmen Monroy*, Florida Department of Transportation (Chair)
- Jim Wood, Florida Department of Transportation (Former Chair)
- Becky Afonso*, Florida Bicycle Association
- Lisa Bacot*, Florida Public Transportation Association
- Adam Biblo*, Florida Department of Economic Opportunity
- Samantha Browne*, Florida Dept. of Environmental Protection
- Karen Brunelle*, Federal Highway Administration
- Ken Bryan*, Rails to Trails Conservancy
- Jan Davis, Florida Department of Health
- Amanda Day*, Pedestrian Representative
- Julie Dudley*, Florida Department of Health
- Georgia Hiller*, Florida Association of Counties
- Steve Holmes*, Transportation Disadvantaged Representative
- Harry Reed*, Metropolitan Planning Organization Advisory Council
- Stephen Slotter*, Florida Department of Elder Affairs
- Tracy Suber*, Florida Department of Education
- Lisa VanderWerf-Hourigan, Florida Department of Health
- Major Mark D. Welch*, Florida Department of Highway Safety and Motor Vehicles
- Randy Wells*, Florida League of Cities

Advisers/Non-Members

- Billy Hattaway, FDOT District One, Secretary
- Lora Hollingsworth, FDOT Safety Office, Chief Safety Officer
- DeWayne Carver, FDOT Roadway Design Office, State Bicycle/Pedestrian Coordinator
- Trenda McPherson, FDOT Safety Office, State Bicycle/Pedestrian Safety Program Manager
- Robin Birdsong, FDOT Shared Use Nonmotorized (SUN) Trail Manager

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Executive Summary

The Florida Bicycle and Pedestrian Partnership Council was formed to provide policy recommendations to the Florida Department of Transportation (FDOT) and its transportation partners on the state's walking, bicycling and trail policies, programs and facilities. The Council's mission is to promote the livability, health and economic benefits of bicycle and pedestrian activity by providing guidance to FDOT, partner agencies and other stakeholders on policy matters and issues affecting bicycle and pedestrian needs in the State of Florida. As part of its role, the Council identifies recommendations on a yearly basis through its Annual Report. Below are the Council's 2015 summarized recommendations for implementation in 2016.

Recommendations:

1. Advance principles that support implementation of the Florida Transportation Plan
2. Develop a statewide bicycle plan and a statewide pedestrian plan
3. Develop implementation strategies consistent with the Florida Transportation Plan and Context Sensitive Solutions that will maximize the impact of the Complete Streets policy

The Florida Transportation Plan, adopted in December 2015, is Florida's long-range transportation plan. Many of the goals and objectives in the plan support the Council's recommendations. As such, references to how the Council's recommendations will serve to help implement the Florida Transportation Plan have been added to the report.



Public involvement and active participation in the transportation planning process is an important component in how FDOT conducts its business. To ensure an effective means of providing information and receiving public input on bicycling and pedestrian issues, the meetings of the Florida Bicycle and Pedestrian Partnership Council are open to the public and are noticed in the Florida Administrative Weekly. In addition, the public is afforded access to all of the information provided at the meetings through the Council's website: <http://www.FDOTBikePed.org>.



Table of Contents

Introduction	1
Council Contributions	1
Council Partner Organizations	2
Connections - Florida Transportation Plan	2
Council Recommendations	3
Recommendation #1.....	3
Recommendation #2.....	4
Recommendation #3.....	4
Council Performance Measures	5
Future Focus Areas	5
Public Input & Comment	5
Input at Meetings	5
Media Coverage.....	5
Website	6
Transparency	6
Summary	6
Appendix 1: Council Overview	8
Council Charge.....	8
Council Work Plan	9
Council Procedures & Guidelines.....	10
Council Roles & Responsibilities	11
Appendix 2: Council Meeting Summaries	13
March 10, 2015 Meeting.....	13
September 23, 2015 Meeting.....	15
December 9, 2015 Meeting.....	17
Appendix 3: Glossary	21



Introduction

In April 2010 the Florida Department of Transportation (FDOT) announced the establishment of a statewide initiative on bicycle and pedestrian mobility. The Florida Bicycle and Pedestrian Partnership Council was convened to recommend policies to FDOT and its transportation partners throughout Florida on the state's walking, bicycling and trail programs and facilities. The Council's recommendations are consistent with goals and objectives of the newly adopted Florida Transportation Plan (FTP).

This annual report details the activities of the Florida Bicycle and Pedestrian Partnership Council during 2015—providing a “snapshot” of the Council's activity during this period, principally the Council's recommendations for 2016. The annual report also includes several appendices, including the Council's: charge, work plan, membership, meeting summaries, along with a glossary of key terms.

For additional information regarding the presentations, materials, and full meeting summaries, please refer to the Florida Bicycle and Pedestrian Partnership Council's website: <http://www.FDOTBikePed.org>.

Council Contributions

Over the past several years the Council has played a role in improving bicycle and pedestrian plans, safety awareness and infrastructure. Efforts in which the Council has provided input and recommendations on include, but were not limited to:

- Florida Strategic Highway Safety Plan (FSHSP) (Bike/Ped Component)
- Florida Greenways and Trails System (FGTS) Plan
- Limited Access Study Pilot Project on Bridges (s. 316.091, F.S.) – this was a 2-year pilot program to allow bicycles on three separate limited access bridges. FDOT submitted a report of its findings and recommendations to the Governor and Legislature in August 2015 recommending that the pilot program be extended an additional two years.
- Continuation of projects initially funded from Transportation Enhancement dollars
- Establishment of Planning Emphasis Areas (PEA's) for metropolitan planning organizations (MPO's) to incorporate Pedestrian Safety Action Plans (PSAP's) into their planning process
- Bicycle and Pedestrian “TIP” Cards – these are single page (front and back) visor cards for law enforcement officers that include statutory references and summaries of Florida's bicycle and pedestrian laws
- “Roll Call” videos – two 5 minute videos that provide bicycle and pedestrian information to assist law enforcement officers in promoting awareness and safety
- FDOT's Complete Streets Policy



- Promotion of healthy lifestyles through physical activity, including: promotion of walking, distribution of pedometers at community events, and participation of roadway and trail clean ups to create safe and appealing places for physical activity as part of "Florida Health Cleans Up"

Council Partner Organizations

The Florida Bicycle and Pedestrian Partnership Council is comprised of a diverse set of partner agencies and stakeholder groups that work together to address policy matters and issues affecting the bicycle and pedestrian transportation needs throughout the state. The organizations that comprise the Florida Bicycle and Pedestrian Partnership Council are:

- Federal Highway Administration
- Florida Association of Counties
- Florida Bicycle Association
- Florida Department of Economic Opportunity
- Florida Department of Education
- Florida Department of Elder Affairs
- Florida Department of Environmental Protection
- Florida Department of Health
- Florida Department of Highway Safety and Motor Vehicles
- Florida Department of Transportation
- Florida League of Cities
- Florida Public Transportation Association
- Metropolitan Planning Organization Advisory Council
- Pedestrian Representative (Best Foot Forward for Pedestrian Safety)
- Rails to Trails Conservancy
- Transportation Disadvantaged Representative (Florida Commission for the Transportation Disadvantaged)

Connections - Florida Transportation Plan

The Florida Transportation Plan (FTP) serves as Florida's statewide transportation plan, identifying goals and objectives for the next 25-50 years to address the state's transportation system needs. The FTP is a plan for all of Florida, and therefore includes the collective efforts of many stakeholders. The FTP, like the Council, recognizes the importance of bicycle and pedestrian safety, facilities improvements/choices, changing cultural attitudes, and healthy lifestyles.



The FTP includes seven long-range goals for Florida, four of which can be tied directly to the mission of the Florida Bicycle and Pedestrian Partnership Council—quality infrastructure, transportation choices, quality places, and environment and energy conservation.

Council Recommendations

During the December 9, 2015 meeting, Council members were presented with a set of policy statements, which were drawn from previous Council discussions. These policy statements are consistent with the four related goals identified in the Florida Transportation Plan (i.e., quality infrastructure, transportation choices, quality places, and environment and energy conservation). Members provided feedback on these statements, which were then refined into a set of recommendations.



During its 2015 deliberations, the Council reviewed its recommendations over the prior three years and developed a set of principles that cut across the Council's focus areas of Completing the System, Safety, Cultural Change, and Health. These principles will serve as a foundation for future recommendations and implementation activity.

Recommendation #1

All partners in bicycle and pedestrian facility planning in Florida should collaborate to advance the following principles through implementation of the Florida Transportation Plan:

- A. Strive for a comprehensive, interconnected network of bicycle and pedestrian facilities at the state, regional and local levels.
- B. Support bicycle and pedestrian connections between places to increase mobility and accessibility, promote wellness and healthy lifestyles, and improve the quality of life for a broad spectrum of ages and abilities.
- C. Support bicycle and pedestrian needs and facilities as valued components in transportation and community planning.
- D. Improve bicycle and pedestrian safety through the education of pedestrians, cyclists, and motorists.



- E. Support professional development training for policy makers, their advisors and staff, planners, engineers and others that have the responsibility of developing policy related to bicycle and pedestrian issues.
- F. Support professional development training for law enforcement officials that have the responsibility of enforcing bicycle and pedestrian laws.
- G. Develop a statewide coordinated and comprehensive effort on bicycle and pedestrian issues that addresses safety, completion of the system, cultural change, and health-related behaviors.
- H. Support cooperative efforts at the state, regional and local levels (between public, private and non-governmental organizations) on bicycle and pedestrian issues to address safety, completion of the system, cultural change, and health-related behaviors.
- I. Promote the importance of bicycle and pedestrian planning by leveraging federal, state, local and private funding sources.
- J. Support context sensitive complete streets as an essential component of the state's future economic competitiveness and quality of life, recognizing that most streets serve multiple modes and users.
- K. Promote transportation choices that are safe, viable and accessible that meet the needs of all users, including bicyclists and pedestrians.

While FDOT develops modal plans for most transportation modes, it has not done so for bicycle and pedestrian facilities. A statewide bicycle plan and pedestrian plan would provide an opportunity to develop many of the principles in more detail, with a focus on implementation.

Recommendation #2

FDOT in collaboration with its partners should develop a statewide bicycle plan and a statewide pedestrian plan as part of its implementation of the Florida Transportation Plan.

FDOT adopted a [Complete Streets](#) (click link to glossary for definition) policy in 2014. This policy reflects and supports many of the ideas the Council has promoted in its previous recommendations.

Recommendation #3

FDOT and other partners in transportation planning should continue to develop implementation strategies consistent with the implementation of the Florida Transportation Plan and the principles of [Context Sensitive Solutions](#) (click link to glossary for definition) that will maximize the impact of the Complete Streets policy.



Council Performance Measures



Moving into 2016, the Florida Bicycle and Pedestrian Partnership Council will consider implementing a new process to evaluate its progress in advancing recommendations. The goal is to tie the recommendations listed above to specific actions to be taken by Council members and support implementation of the Florida Transportation Plan. An update will be presented at subsequent meetings detailing progress made to date on each recommendation.

Future Focus Areas

The December 2015 meeting included a discussion of what the Council's future focus areas should be for the coming year. The consensus of the Council was to retain the existing focus areas of:

- Completing the System
- Safety
- Cultural Change
- Health

Public Input & Comment

In order to expand public access to the Council's decision-making process, the Florida Bicycle and Pedestrian Partnership Council initiated a four pronged approach to public involvement. This process has guided the Council's efforts to ensure the most effective means of providing information and receiving public input on bicycling and pedestrian issues. The process included the following activities:

Input at Meetings

Public comment and input is an important aspect of the Florida Bicycle and Pedestrian Partnership Council's efforts. Time is reserved on the agenda at the beginning and end of each meeting to give the public adequate opportunity to provide feedback to the Council.

Media Coverage

The Florida Bicycle and Pedestrian Partnership Council meetings are open to the public and media. At the September 23, 2015 meeting, the Florida Channel taped the Council's meeting, which aired that evening. The Council has also been mentioned in news articles.



Website

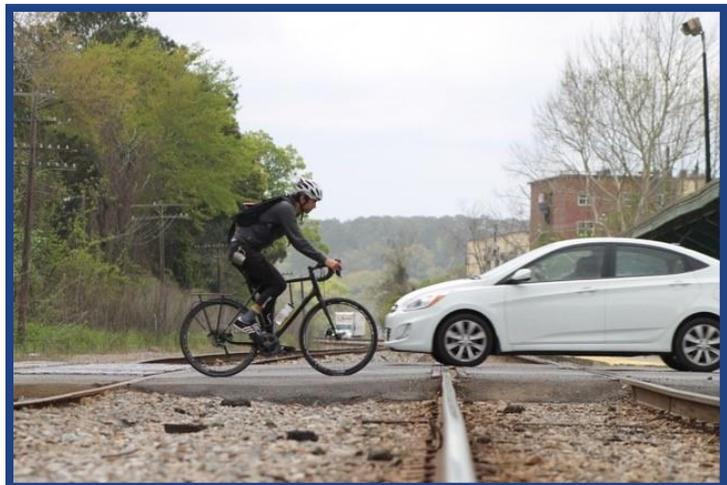
The public is afforded access to all of the information provided at the meetings, in addition to bicycle and pedestrian best practices, news clip articles, U.S. Bike Route information, and upcoming events through the Florida Bicycle and Pedestrian Partnership Council's website: <http://www.FDOTBikePed.org>.

Transparency

The Florida Bicycle and Pedestrian Partnership Council operates under Florida's Government in the Sunshine Law (286.011, Florida Statutes), commonly referred to as the Sunshine Law, which provides persons the right of access to governmental proceedings. The law applies equally to elected and appointed boards, and also to any gathering where two or more members of the same board may discuss matters which could foreseeably come before that board for action. There are three basic requirements of Florida's Sunshine Law:

- (1) meetings must be open to the public;
- (2) reasonable notice of such meetings must be given; and
- (3) minutes of the meetings must be taken.

Meetings of the Florida Bicycle and Pedestrian Partnership Council are open to the public and are noticed in the Florida Administrative Weekly one week in advance of the meetings. In addition, meeting summaries are posted on the Council's website.



Summary

The Florida Bicycle and Pedestrian Partnership Council was convened to provide policy recommendations to FDOT and its transportation partners on the state's walking, bicycling and trail facilities. The Council's three meetings throughout 2015 covered a variety of topics relevant to bicycle and pedestrian planning, which helped to generate ideas for further Council discussion and ultimately produced an evolving set of recommendations. At each meeting, Council members were given opportunities to voice opinions, raise specific issues, and



contribute towards the dissemination of bicycle and pedestrian related information as part of a forum of critical stakeholders and community members.

Throughout the year the Council developed a set of recommendations that continued to focus on four key topics: Completing the System, Safety, Cultural Change, and Health. Working with FDOT and its transportation partners, these recommendations will be addressed in 2016 to aid future bicycle, pedestrian and safety planning efforts.



Appendix 1: Council Overview

The Florida Bicycle and Pedestrian Partnership Council's overarching mission is to promote the livability, health and economic benefits of bicycle and pedestrian activity by providing guidance to FDOT, its transportation partners and other stakeholders on policy matters and issues affecting the bicycle and pedestrian transportation needs of the State of Florida. The first meeting of the Council took place on June 28, 2010. One of the first items the Council discussed was the adoption of its *Charge*—a description of the Council's role and responsibilities in making Florida and its communities more pedestrian and bicycle friendly. In addition to the *Charge*, the Council has developed four annual *Work Plans* over the years (2010/11, 2012/13, 2013/14, and 2015) that are organized around the annual activities of the Council. The *Charge* and the *Work Plans* have been the foundation of the Council's efforts.

The following sub-sections of Appendix 1 include a description of the Council's *Charge*, a document that explains the Council's duties; the Council's *Work Plan*, a document that lays out the meeting schedule and planned actions for the Council throughout the year; the Council's *Procedures and Guidelines*, a document that describes the consensus process used in the conduct of its meetings; the Council's *Roles and Responsibilities*, a document that describes the roles of members and staff; and a list of the Council's partner organizations.

Council Charge

An initial version of a *Charge* was presented for review and comment at the Council's first meeting in 2010. This version was accepted by the Council, with minor modifications, at its second meeting. At the Council's meeting in November 2011, members reviewed, refined and accepted a revised *Charge* that more fully reflected the nature and scope of Council activities, as those had evolved during the preceding year. In September 2012 and in September 2015 the Council made a few additional minor modifications reflective of bicycle and pedestrian mobility and safety.

Below is the revised *Charge* that emerged from the September 2015 meeting.

The Florida Department of Transportation (FDOT) has established a standing statewide "Partnership Council" on bicycle and pedestrian mobility. The Council includes key partners and other stakeholders. The Council will promote the livability, health and economic benefits of bicycle and pedestrian activity by serving as a forum to provide guidance to the FDOT, its partners and other stakeholders on policy matters and issues affecting the bicycle and pedestrian transportation needs of the State of Florida. The Council's functions include the following:



- Provide policy recommendations to bicycle and pedestrian partners and stakeholders, including FDOT, on selected issues of importance to bicycle and pedestrian mobility and safety.
- Provide advice and input to bicycle pedestrian partners and stakeholders, including FDOT, on bicycle and pedestrian issues, plans and operations.
- Support bicycle and pedestrian advocates in identifying and promoting best practices.
- Provide an opportunity for bicycle and pedestrian advocates to exchange and understand policy information relevant to bicycle and pedestrian mobility and safety.
- Provide a conduit for information and policy recommendations between FDOT, its partners, and bicyclists and pedestrians.



The Council will be a standing body. It will identify focus areas for recommendations and best practices on a yearly basis. Recommendations and best practices will be organized consistent with the Council's focus areas.

The Florida Bicycle and Pedestrian Partnership Council functions also include facilitating increased coordination and collaboration by advising the FDOT, partners and stakeholders on all transportation planning and safety activities, including the Florida Transportation Plan (FTP). The Council will report annually on the Council's discussions and policy recommendations for that year's focus areas.

Council Work Plan

The bullet points below outline the Council's Work Plan for 2015 as well as the transition to the beginning of the 2016 meeting cycle as coordinated with the meeting schedule. The December 2015 meeting concluded the work of the Council's year-long effort in preparing an Annual Report, as well as identifying focus areas for the coming year.

March 10, 2015 Council Meeting

- Review the BPPC Charge, Procedures, Guidelines and Website
- Review and discuss draft BPPC Work Plan for 2015
- Receive updates from agencies and other partners
- Receive presentation on the FTP/SIS Steering Committee process
- Review and discuss role of the BPPC in the FTP update process
- Review and discuss potential BPPC recommendations for the FTP
- Review 2015 meeting calendar



September 23, 2015 Council Meeting

- Review and discuss revision of the Council's Charge
- Review and discuss updated BPPC Work Plan for 2015/2016
- Receive updates from agencies and other partners
- Receive an update on post legislative activities and potential implications
- Receive an update on bicycle and pedestrian issues from the TRANSPLEX Conference
- Receive a presentation on "Complete Streets Savvy"
- Receive an update on the Complete Streets Implementation Team
- Receive a presentation on the FTP Visioning Report and Initial Draft Goals and Objectives Recommendations (related to bicycle and pedestrian issues)
- Review the 2015/2016 meeting calendar

December 9, 2015 Council Meeting

- Receive updates from agencies and other partners
- Receive an update on the FTP/SIS Update process
- Receive an update on Alert Today Florida (Florida's version of Vision Zero)
- Receive presentation on the Economic Benefits of Walkable Communities
- Receive presentation on Designing Communities for Pedestrian Mobility
- Receive an update on SUNTrail and FDOT implementation plans
- Receive presentation on Department of Health Initiatives
- Receive an update on FDOT Complete Streets Initiative
- Review and discuss innovative ideas in Florida and other states
- Review and discuss draft Annual Report and potential BPPC recommendations
- Discuss potential approach for identifying Focus Areas for 2016 Work Plan

A complete list of meeting presentations, materials, and summaries for the Florida Bicycle and Pedestrian Partnership Council can be found and downloaded at the following website address: <http://www.FDOTBikePed.org>.

Council Procedures & Guidelines

The Council in 2011 approved a set of procedures and guidelines for the conduct of its meetings, which are the same procedures and guidelines that were used during the Council's 2015 meeting cycle. Below are the Council's "Procedures and Guidelines."

The Bicycle and Pedestrian Partnership Council will seek consensus decisions on its recommendations to bicycle and pedestrian partners, including FDOT. General consensus is



a participatory process whereby, on matters of substance, the members strive for agreements which all of the members can accept, support, live with or agree not to oppose. The Council will develop its recommendations using consensus building techniques with the assistance of facilitators, such as the use of brainstorming, acceptability ratings and prioritizing approaches. In instances where, after vigorously exploring possible ways to

enhance the members' support for the final decision on a package of recommendations, the committee finds 100 percent acceptance or support is not achievable, final decisions will require at least an 80 percent favorable vote of all members present and voting. This super-majority decision rule underscores the importance of actively developing consensus throughout the process on substantive issues with the participation of all members to arrive at final recommendations with which all members can agree.

The Council chair will work with the facilitators to design both efficient and effective agendas. The Council Chair will be responsible, in consultation with the Council members and facilitators, for proposing meeting agenda topics. The Council meetings will be led by the Chair and the use of a facilitator will enable the chair to participate directly in the substantive process of seeking agreement on recommendations. FDOT staff and consultants will help the Council with information and meeting logistics.

Council members will be given full opportunity to rank, discuss and develop consensus on all recommendations. Draft recommendations developed by the Council will ultimately be compiled into an Annual Report for the Council's review and approval.

Council Roles & Responsibilities

The Council in 2011 approved a set of roles and responsibilities for the Council members, which are the same roles and responsibilities that were used during the Council's 2015 meeting cycle. Below are the Council's "Procedures and Guidelines."

Chair – The Bicycle and Pedestrian Partnership Council chair is responsible for guiding the Council meetings, directing technical staff and facilitators in meeting the Council's responsibilities and bringing draft language based on members' discussions and recommendations to the full Council.



Members – Bicycle and Pedestrian Partnership Council members will serve on the committee representing key stakeholder interests. Members are responsible for engaging in the process of discussion and developing draft recommendations for full Council consideration. Members will be expected to convey the perspectives of the organizations and groups they represent to the Council, and to ensure that their organizations and groups are aware of discussions and recommendations of the Council.

FDOT Staff and Consultants – will assist the Bicycle and Pedestrian Partnership Council with their meetings; support technical and information needs, including data and information gathering and distribution; and draft recommendation language as directed for full Council consideration.

General Public – will be invited to offer input and make suggestions for the Council to consider at all meetings.

Professional Facilitation – The Bicycle and Pedestrian Partnership Council will have a facilitator assigned to assist the chair in agenda design, produce meeting summaries and facilitate the Council's efforts to build consensus on its recommendations.



Appendix 2: Council Meeting Summaries

The Council held three full day meetings in Tallahassee during 2015, which have been detailed in this report to document the Council's progress over the past year. Attendees, aside from Council Members, included one or more facilitators, FDOT staff and consultant support, and observers from planning organizations, additional state partner agencies, and relevant stakeholders.

March 10, 2015 Meeting

The March 10, 2015 meeting was held at the FDOT Central Office Burns Building Auditorium. The meeting opened with introductions and a briefing on the agenda. Directly following these opening remarks was a recap of the Councils' activity since the previous meeting, as well as the identification of areas of focus in 2015-2016 provided by the Florida Conflict Resolution Consortium (FCRC) Consensus Center, the facilitators for the Council. The FCRC provided an overview of the draft 2015-2016 Work Plan based on the focus areas identified by the Council.



The FDOT Safety Office provided a status update on the Florida Bicycle/Pedestrian Focused Initiative, along with a discussion that Governor Scott declared March as Florida's "Bike Month." The Safety Office created a series of new promotional materials—focused on elements of design, outreach, education, and coordination with emergency medical response—to help promote Bike Month.

FDOT's Office of Roadway Design provided information on the status of FDOT's Complete Streets Policy implementation, which the Bicycle & Pedestrian Partnership Council helped draft. The Complete Streets Policy was adopted by FDOT on September 17, 2014, and an Implementation Team has been assembled to focus on modifying FDOT's policies, manuals, and other documents to support the new policy. After holding four workshops, FDOT is assessing how to implement the proposed changes.

Following the presentation, the Florida Department of Environmental Protection's Office of Greenways and Trails (OGT), provided an update on the status of the Florida Greenways and Trails System (FGTS) opportunity maps. Drafts were ready for review earlier that year, and the final maps will be completed in December 2015. The OGT will also be updating one of the Appendices of the original 1998 Greenways and Trails Plan which covers design guidelines (mostly for unpaved



trails). The OGT is also working with a consultant on how to close the gaps in the Coast-to-Coast Connector into a single unified trail.

The Florida Department of Economic Opportunity (DEO) addressed the importance of coordination between local governments and state agencies in re-imagining and/or modifying corridors through communities to support a wide variety of users and activities. The Council discussed the importance, and need, in retrofitting corridors to be safer and attractive for all users as a catalyst for economic development.

The Florida Department of Health (DOH), then provided an update on its activities; including a discussion of an injury prevention grant, where one of the categories of the grant is distracted driving. DOH is trying to encourage state agencies to put into place a policy that prohibits DOH employees from using electronic devices, such as cell phones, while driving on state business. DOH is anticipating to be able to work with its Work Loss unit to develop similar policies for individual staff members, and eventually have all state agencies incorporate these rules into their policies. DOH is also focusing on a state grant to promote a statewide policy on Complete Streets, and is looking for other ways to promote the development of local policies related to Complete Streets.

Council members were provided an update on relevant legislation. An update was provided on SB 1554, which consists of proposed trail language that has been split into 3 separate bills. Also, updates were provided on SB 1186, which included language related to autonomous vehicles, and SB 918, which is referred to as the Florida Spring and Aquifer Protection Act. The Council was also informed of a proposed update related to the Railway Walkway bill on railroad safety that would require a 2-foot walkway parallel to railways.

There was a presentation on the Florida Transportation Plan (FTP)-Strategic Intermodal System (SIS) Steering Committee Process. The FTP is Florida's Long Range Transportation Plan, while the SIS contains policies and guidance for planning and implementing Florida's Strategic Intermodal System. An FTP/SIS Steering Committee has been convened with 35 members that represent the varied viewpoints of the state's transportation stakeholders and organizations.

The FCRC Consensus Center guided Council members through a set of themes and principles that were identified by members at the December 2014 BPPC meeting as an initial reflection of the Council's recommendations. These themes and principles, together with the compiled recommendations of the Council were used to develop an initial set of Council input to be submitted to the Steering Committee updating the Florida Transportation Plan (FTP). Each of the themes and principles were reviewed as an initial reflection of the Council's recommendations.



Each set of recommendations previously adopted by the Council were reviewed, one year at a time, and attention was drawn to the recommendations that seem most applicable to the FTP.

The final two items on the Council's agenda were a review of its meeting calendar for 2015, and a public comment period to provide citizens an opportunity to offer comments or suggestions for the Council to consider.

September 23, 2015 Meeting

The September 23, 2015 meeting was held at the Florida Department of Education Building in Tallahassee, Florida. The meeting opened with introductions, a briefing on the agenda, and an open public comment period. New Council members were introduced and Carmen Monroy (Director of FDOT's Office of Policy Planning) was recognized as the new Chair of the Bicycle and Pedestrian Partnership Council. Following the opening remarks and public comment, a recap of the Councils' activities since the previous meeting was provided by the Florida Conflict Resolution Consortium (FCRC) Consensus Center, the facilitators for the Council.

The Council was briefed on the Florida Transportation Plan/Strategic Intermodal System Update. The Council was also briefed of a new trail program called SUN Trail (shared-use network trail). The program will provide \$25 million annually to support FDOT in the completion of a statewide shared use non-motorized trail system. FDOT is working closely with the Florida Department of Environmental Protection's Office of Greenways and Trails (OGT), along with the Greenways and Trails Council, to ensure that the projects are consistent with MPO and local government (for areas not within an MPO) priorities.



FDEP's OGT then provided an update on the status of the Florida Greenway and Trails System (FGTS) opportunity maps that are being updated this year. OGT has held 6 regional Opportunity Map update public meetings throughout the state (Panama City, Winter Garden, Ft. Lauderdale, Sarasota, Tallahassee, and Jacksonville), with approximately 30 attendees at each meeting. Public comment will close on October 23, 2015. Comments will be reviewed and incorporated into the maps as appropriate. The Draft updates will be presented to the Florida Greenways and Trails Council at their December 2015 meeting for review and approval. It was also noted that the OGT acquisition cycle has closed. In all, 13 applications were submitted, of which 12 met all of the submission requirements. Site visits will begin towards the end of October. Projects will be



presented to the Florida Greenways and Trails Council at their December 2015 meeting for approval.

The Florida Department of Economic Opportunity (DEO) briefed the Council on the two recipients of its Technical Assistance Planning Grant. The Coast-to-Coast Connector received an Urban-Rural Design Overlay grant. The design overlay will provide a unifying theme for existing trail segments, create conceptual illustrations of key trailside amenities, and identify a branding image. The second recipient of the Technical Assistance Planning Grant was the Southwest Florida Rail Corridor Preservation Plan. The Plan will help local governments determine the steps necessary to preserve corridors in the long-term that promote multi-modal transportation uses. In addition, the Council was informed DEO has been working on a Pedestrian Mobility Design Guidebook and would appreciate feedback from the Council.

The Florida Department of Education (DOE) briefed the Council on DOE's interpretation that safe ways to school includes transportation by school bus, including the conditions to and from the bus stop.

The Florida League of Cities informed the Council of several events taking place in November, including the "Share the Road Celebration of Cycling" (November 13-15, 2015), in Clermont, Florida. The "Horrible Hundred" took place on November 15th in Clermont in conjunction with the Share the Road Celebration of Cycling event. There was also an event in Miami called WHEELS MIAMI, which took place on November 11-15, 2015 that consisted of a five day expo exploring multi-modal transportation in the region.

The Florida Public Transportation Association (FPTA) provided an update on its activities. FPTA is working to draft legislative language that will give transit systems greater flexibility to release video footage to law enforcement. In 2014, transit system video information was deemed "confidential and proprietary" by a judge, which limited the ability of transit agencies to release video footage to local law enforcement. This footage is useful in determining what happened during an accident, including pedestrian and bicycle accidents.

The Florida Bicycle Association (FBA) provided an update on several bicycle and pedestrian related bills that would be of interest to the Council. HB 253 would cause drivers to be held more accountable in the event of a collision with a pedestrian or bicyclist. SB 332, a traffic safety bill, would prohibit the passing and turning in front of a vulnerable user in an unsafe manner. HB 25 would prohibit texting while driving in a school zone and provides enhanced penalties for doing so, and SB 328 would authorize law enforcement officers to stop motor vehicles and issue citations as a primary offense to anyone texting while driving. FBA also provided an updated on the



“Complete Streets Savvy” training program, which provides education on bicycle laws, cyclist lane position and how it relates to the Complete Streets policy.

FDOT’s Office of Policy Planning provided an update on the TRANSPLEX Conference, which was held on August 24-25, 2015, in Orlando, Florida. The number one ranked topic was Complete Streets, with Bike/Ped being the second. The focus of the presentation was how the Council could play a role in addressing bicycle and pedestrian issues identified at TRANSPLEX.

FDOT’s Roadway Design Office updated members on the progress of the Complete Streets Implementation Team and plans for moving forward. Four workshops have been held, with stakeholders and representatives of each of the FDOT Districts in attendance. Smart Growth America assisted FDOT identify a five-part implementation framework for the policy, and a major component of that is revising FDOT’s guidance documents, standards, and manuals. It also involves managing internal and external communication and collaboration during implementation.

FDOT’s Office of Policy Planning provided an update on the FTP/SIS Update process, including an overview of the FTP Vision Element and progress to date. The various elements of the plan were reviewed, including the FTP Policy Element, the SIS Policy Element, and the FTP and SIS Implementation Plans. Workshops have been held throughout the state to obtain input from stakeholders. Over 200 participated in an FTP/SIS Open House following TRANSPLEX in September 2015. Biking and walking were identified as key emphasis areas by the participants.

The final item on the Council’s agenda was a second public comment period to provide citizens an opportunity to offer comments or suggestions for the Council to consider. Input from the meeting will be used to draft the Council’s statements for review at the next meeting as potential recommendations for the Annual Report.

December 9, 2015 Meeting

The December 9, 2015 meeting was held at the FDOT Central Office Burns Building Auditorium. The meeting opened with introductions, a briefing on the agenda, and an open public comment period. A recap of the Councils’ activities since the previous meeting was provided by the Florida Conflict Resolution Consortium (FCRC) Consensus Center, the facilitators for the Council. The FCRC also provided an overview of the revised 2015-2016 Work Plan.



The Florida Department of Environmental Protection's (DEP) Office of Greenways and Trails (OGT) briefed the Council on its update to the land and water trail opportunity maps. These maps serve as the vision for existing and planned trails in the state. After a series of six public workshops around the state, the updated maps will be presented to the Florida Greenways and Trails Council on December 14th and 15th. During this meeting there will also be a discussion about the criteria for prioritizing regional trail systems. There will also be a proposal to designate the Coast-to-Coast Connector as the number one priority for SUN Trail funding.

The Florida Department of Economic Opportunity (DEO) provided an update on its work with local governments and non-governmental organizations on three trail projects: the

Ludlam trail in Miami-Dade County and the City of Miami; the Coast-to-Coast Connector trail; and the proposed Chattahoochee to Bristol trail. Other activities DEO is currently involved with include: providing technical assistance to communities related to comprehensive planning and the incorporation of Complete Streets, and refining the draft "Designing Communities for Pedestrian Mobility" report to aid communities improve pedestrian mobility.

The Federal Highway Administration (FHWA) provided an update on several items including updates to several guidance documents and the signing into law of the Fixing America's Surface Transportation Act, known as the "FAST Act." This law guarantees long-term funding for surface transportation projects. In addition, FHWA briefed the Council on the USDOT's Mayor's Challenge, which challenges elected officials to take action on improving safety for bicyclists and pedestrians. The Council was also briefed on several grant opportunities, including the Smart City Challenge to create a fully integrated city that uses data and technology to move people and goods.

The Rails to Trails Conservancy briefed the Council on its activities and discussed proposed legislation the Conservancy is watching. These include SB 570, a bill that would create a state park entrance fee holiday, which would prohibit DEP's Division of Recreation and Parks from charging day use entrance fees at state parks for a one-year period starting July 1, 2016.

The Florida Bicycle Association provided a legislative update. The Association is continuing to monitor: HB 253, HB 25, SB 332, SB 328, and SB 904. The Council was also informed that the Association's Complete Streets Savvy (CSS) presentation has been presented at nine venues to over 400 people, not including TV audiences and online viewers (a video of the presentation is available on City of Oldsmar website).



The Florida Department of Health (DOH) introduced Ernie Bradley to the Council, who will be taking the lead on their Complete Streets and Early Childhood Programs. The DOH also briefed the Council on the Healthiest Weight Florida Initiative, along with its five strategies: Physical Activity, Nutrition, Schools, Worksites, and Marketing and Community Outreach. The briefing also covered several other programs DOH is involved with related to bicycle and pedestrian planning activities.

FDOT's Office of Policy Planning provided an update on the Florida Transportation Plan (FTP)/Strategic Intermodal System (SIS) Policy Plan Update process. The various elements of the plans were reviewed, including the FTP Policy Element, the SIS Policy Element, and the FTP and SIS Implementation Plans. Goal areas and strategies were identified in the Draft FTP Policy Element, which relate to bicycle and pedestrian planning. Throughout 2016 FDOT will be focusing on the Implementation Element of the plan through the identification of emphasis areas with key actions over the next 5 to 25 years.

The Florida Department of Economic Opportunity (DEO) briefed the Council on the "Economic Benefits of Walkable Communities," followed by a second briefing on the "Designing Communities for Pedestrian Mobility" report. This report was prepared to assist communities improve pedestrian mobility and provide guidance on how to create a truly walkable community.

FDOT's Systems Planning Office provided an update on the SUNTrail Program. Currently, \$25 million per year is being allocated to the SUNTrail Network from the distribution of new vehicle tag revenues. The briefing included an overview of the program, eligibility criteria, and implementation plans.

FDOT's Office of Roadway Design briefed the Council on the Complete Streets Implementation Plan, which includes: revising guidance, standards, manuals, policies, and other documents; updating decision-making processes; modifying approaches for measuring performance; managing internal and external communication and collaboration during implementation; and providing ongoing education and training. Following the overview, Council members provided input on how their respective agencies and organizations could contribute to implementing Complete Streets concepts throughout the state.



The final items on the agenda included a review of the Council's Draft Recommendations for the coming year, which included feedback and comment from Council members. The Council then reviewed the 2016 quarterly meeting schedule, along with the draft Recommendation and Performance Template. A second public comment period was offered to provide citizens an opportunity to offer comments or suggestions for the Council to consider.





Appendix 3: Glossary

Coast-to-Coast Connector

The Coast-to-Coast Connector is a continuous cross-state multi-use trail that traverses the state from the Gulf of Mexico to the Atlantic Ocean through central part of Florida. The Coast-to-Coast Connector is approximately 275 miles long with roughly 75 percent (over 200 miles) of the corridor already developed and open to the public or funded for completion.

Community Traffic Safety Teams (CTSTs)

Florida's Community Traffic Safety Teams (CTSTs) are locally based groups of highway safety advocates who are committed to solving traffic safety problems through a comprehensive, multi-jurisdictional, multi-disciplinary approach. Members include local city, county, state, and occasionally federal agencies, as well as private industry representatives and local citizens. The community boundaries determined by the individuals comprising the team can be a city, an entire county, a portion of a county, multiple counties, or any other jurisdictional arrangement.

Complete Streets

Complete Streets is a design approach for streets to be planned, designed, operated, and maintained to enable safe, convenient and comfortable travel and access for users of all ages and abilities regardless of their mode of transportation. Complete Streets allow for safe travel by those walking, bicycling, driving automobiles, riding public transportation, or delivering goods.

Context Sensitive Solutions

Context Sensitive Solutions is the art of creating infrastructure that meet the needs of the users, the neighboring communities, and the environment. Context Sensitive Solutions integrates projects into the context or setting in a sensitive manner through careful planning, consideration of different perspectives, and tailoring designs specific to each community.

Efficient Transportation Decision Making (ETDM)

The Efficient Transportation Decision Making (ETDM) process is designed to streamline the transportation planning and project development process without compromising the quality of Florida's human and natural environments. The ETDM process provides for early and continuous resource agency input into the FDOT environmental review, decision making, and permitting process to make project delivery more efficient and less costly.



Federal Highway Administration (FHWA)

The Federal Highway Administration (FHWA) is an agency within the U.S. Department of Transportation that supports State and local governments in the design, construction, and maintenance of the Nation's highway system.

Fixing America's Surface Transportation (FAST) Act

The FAST Act is the federal highway authorization act for the funding of surface transportation programs for fiscal years (FY) 2016 through 2020.

Florida Department of Highway Safety and Motor Vehicles (DHSMV)

The Florida Department of Motor Vehicles (DHSMV) provides services that include driver's license and license plate renewal, getting a learners permit, and oversees the Florida Driving Manuals for operator's licenses, motorcycle only licenses, and commercial driver licenses.

Florida Greenways and Trails System (FGTS) Plan

The Florida Greenways and Trails System (FGTS) Plan establishes priorities and defines the role of the FGTS in advancing Florida's economy, tourism, health, alternative transportation, recreation, conservation and quality of life.

Florida Greenways and Trails Council

The Florida Greenways and Trails Council was established to advise the Florida Department of Environmental Protection on greenway and trail related issues, promote intergovernmental cooperation and private partnerships for developing the greenways and trails system, recommend priorities for critical links in the system, and provide funding recommendations for developing and managing the system.

Florida Greenways and Trails Priority Network

The priority trails network encompasses important corridor connections that the Florida Department of Environmental Protection's Division of Recreation and Parks will direct future resources toward in an effort to complete the Florida Greenways and Trails System.

Florida Office of Greenways and Trails Program

The Florida Office of Greenways & Trails (OGT) program, within the Florida Department of Environmental Protection (FDEP)'s Division of Recreation and Parks, provides leadership and coordination to establish and expand the Florida Greenways and Trails System.

Florida Greenbook

The Manual of Uniform Minimum Standards for Design, Construction and Maintenance for Streets and Highways, is commonly referred to as the "Florida Greenbook." The Florida



Greenbook is intended for use on all public roads that are not part of the State Highway System. Some local jurisdictions adopt their own standards, consistent with and supplement the Florida Greenbook.

Florida Transportation Plan (FTP)

The Florida Transportation Plan (FTP) establishes long range goals to provide a policy framework for the expenditure of federal and state transportation funds in Florida for the next 20-50 years.

Florida Plans Preparation Manual

The Plans Preparation Manual (PPM) sets forth the geometric design criteria for projects located on (or along) the State Highway System. The design criteria are intended to be used as the principal standards for the design of new construction or major reconstruction projects.

Human Environment

The human environment is the surroundings in which people conduct their lives, including the built and natural environments, including cultural resources.

Intermodal

Intermodal is the connection between two or more modes of transportation.

Livability

Livability encompasses those elements of home and neighborhood that contribute to welfare, health, convenience, mobility and recreation.

Livable Communities

Neighborhoods, communities or regions with compact, multidimensional land use patterns that ensure a mix of uses, minimize the impact of cars, and promotes walking, bicycling and transit access to employment, education, recreation, entertainment, shopping and services.

Local Comprehensive Plan

Florida's Growth Management Act requires all of Florida's 67 counties and 476 municipalities to adopt Local Comprehensive Plans that guide future growth and development. Comprehensive plans contain chapters or "elements" that address future land use, housing, transportation, infrastructure, coastal management, conservation, recreation and open space, intergovernmental coordination and capital improvements.

Memorandum of Agreement (MOA)

A memorandum of agreement (MOA) is a document written between parties to cooperate on an agreed upon project. The purpose of an MOA is to have a written understanding between two or more parties.



Metropolitan Planning Organization

An organization made up of local elected and appointed officials responsible for developing, in cooperation with the state, transportation plans and programs in metropolitan areas containing 50,000 or more residents. MPOs are responsible for the development of transportation facilities that will function as an integrated transportation system through the coordination of transportation planning and funding decisions.

Mode Shift

Mode shift typically means (or is expressed as) the number or portion of automobile trips shifted to other modes of travel, such as to transit, bicycling, or walking.

Moving Ahead for Progress in the 21st Century Act (MAP-21)

MAP-21 is the federal highway authorization act for the funding of surface transportation programs for fiscal years (FY) 2013 and 2014.

Multimodal

Multimodal encompasses more than one travel mode, including the four roadway modes (auto, bicycle, pedestrian, and bus), aviation, rail, and seaports.

Multiuse Trails / Shared Use Paths

Multiuse Trails and shared use paths are facilities physically separated from motorized vehicular traffic by an open space or barrier either within the highway right-of-way or along an independent right-of-way. Multiuse Trails and shared use paths are used by bicyclists, pedestrians, skaters, runners and others.

Pedestrian and Bicycle Strategic Safety Plan (PBSSP)

Florida's Pedestrian and Bicycle Strategic Safety Plan (PBSSP) is designed to provide a comprehensive strategy to address pedestrian and bicycle safety issues by identifying goals, objectives, strategies, tasks, and performance measures for key program areas. The five-year plan provides guidance to FDOT Bicycle/Pedestrian Safety Program Managers and key stakeholders concerned with improving pedestrian and bicycle safety in Florida. The PBSSP supports the Vulnerable Road Users emphasis area of the Strategic Highway Safety Plan (SHSP) in its goal to reduce the rate of fatalities, injuries, and crashes of those users, while providing more detailed objectives and strategies targeted towards improving pedestrian and bicycle safety in Florida.

Regional Planning Council

An organization that promotes communication, coordination and collaboration among local governments, metropolitan planning organizations and other local regional authorities on a



broad range of regional issues, including transportation and land use planning. There are 10 Regional Planning Councils in Florida.

Right-of-Way (ROW)

Right-of-Way (ROW) is real property used to accommodate transportation facilities.

Secretary's Bicycle/Pedestrian Focused Initiative

In response to data from the National Highway Traffic Safety Administration (NHTSA) and the Dangerous by Design report that highlighted Florida's high pedestrian fatality rate, the Secretary of the Florida Department of Transportation (FDOT) initiated an effort to increase awareness of bicycle and pedestrian safety laws to all road users in an effort to reduce crashes resulting in fatalities and injuries of bicyclists and pedestrians on Florida's roadways.

Strategic Highway Safety Plan (SHSP)

Florida's Strategic Highway Safety Plan (SHSP) provides a comprehensive framework for reducing traffic fatalities and serious injuries on all public roads. This plan establishes targeted goals and objectives that address the "4 E's" of safety: engineering, enforcement, education, and emergency response. Florida's SHSP was developed in conjunction with federal, state, local, and private sector safety stakeholders, all of which play an active role in implementation.

State Health Improvement Plan (SHIP)

The State Health Improvement Plan (SHIP) is a statewide plan, developed by the Florida Department of Health, for public health system partners and stakeholders to improve the health of Floridians.

Sustainable Communities

Sustainable communities are communities planned, built, or modified to promote sustainable living. This typically includes sustainability aspects relating to equality, water, transportation, energy, and waste.

Sustainability

Sustainability meets the needs of the present without compromising the ability to meet the needs of the future.

Traditional Neighborhood Development (TND)

Traditional Neighborhood Development represents patterns of development aligned with the state's growth management, smart growth and sprawl containment goals that includes a greater focus on bicycle, pedestrian, and transit mobility. TND communities rely on a strong integration of land use and transportation with clearly defined characteristics and design features to achieve



the goals for compact and livable development patterns reinforced by a context-sensitive transportation network.

Transportation Alternatives Program (TAP)

The Transportation Alternatives Program (TAP) is a federal program authorized under MAP-21 that provides funding for projects, including on- and off-road bicycle and pedestrian facilities, infrastructure projects for improving non-driver access to public transportation and enhanced mobility, community improvement activities, and environmental mitigation; recreational trail program projects; and safe routes to school projects. The TAP program replaces funding from pre-MAP-21 programs including Transportation Enhancements, Recreational Trails, Safe Routes to School, and several other discretionary programs, wrapping them up into a single funding source.