



## AGENDA

March 9, 2022 - 1:00 p.m.

333 Chestnut Street  
Clearwater, FL 33756  
The Palm Room

### THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

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1. **CALL TO ORDER** (1:00)
2. **INVOCATION AND PLEDGE**
3. **CITIZENS TO BE HEARD**  
Citizen comments to the board are invited on items or concerns not already scheduled for public hearing on today's agenda. Please limit comments to three minutes.
4. **RECOGNITIONS AND ANNOUNCEMENTS**
  - A. Nousheen Rahman's Promotion to Planner
5. **CONSENT AGENDA** (1:15)
  - A. Approval of Minutes of the February 9, 2022 Meeting
  - B. Approval of Committee Appointments
  - C. Approval of Community Transportation Coordinator Redesignation
  - D. Approval of Scope of Work and Fee Estimate for *Advantage Pinellas* Investment Corridor Transition Plan for Alternate US 19 (SR 595)
  - E. Approval of Amendment to the Board Operating Procedures
  - F. Approval of Urban Design Services Pilot Program – Updated Interlocal Agreement
6. **PRESENTATION AND/OR ACTION ITEMS** (1:20)
  - A. PSTA Activities Report
  - B. TBARTA Activities Report
  - C. Draft Unified Planning Work Program (Chelsea Favero) – Action
  - D. Pinellas Planning Council Preliminary FY23 Budget Discussion (Rodney Chatman)
  - E. Forward Pinellas Equity Assessment Update (Angela Ryan)
  - F. Waterborne Transportation Committee Recommendations (Christina Mendoza) – Action
7. **DIRECTOR'S REPORT** (2:50)
  - A. SPOTlight Update
  - B. Forward Pinellas Legislative Committee Update
  - C. BCC Transportation Work Session from March 3<sup>rd</sup> Update
  - D. Cancellation of the July or August Board Meeting – Action
8. **INFORMATIONAL ITEMS** (3:00)
  - A. Summary of Public Outreach and Stakeholder Meetings
  - B. CPA Actions and Forward Pinellas Administrative Review Items
  - C. Countywide Plan Rules Interpretations Annual Update
  - D. Fatalities Map
  - E. Committee Vacancies

9. **UPCOMING EVENTS**

March 11 <sup>th</sup>	<a href="#">TMA Leadership Group</a>
March 18 <sup>th</sup>	<a href="#">Bike Your City - Gulfport</a>
April 28 <sup>th</sup>	MPOAC Governing Board Meeting - Orlando

10. **ADJOURNMENT**

*Public participation is solicited without regard to race, color, national origin, age, sex, religion, disability, or family status. Persons who require special accommodations under the Americans with Disabilities Act or persons who require translation services (free of charge) should contact the Office of Human Rights, 400 South Fort Harrison Avenue, Suite 300, Clearwater, Florida 33756; [(727) 464-4062 (V/TDD)] at least seven days prior to the meeting.*

*Persons are advised that, if they decide to appeal any decision made at this meeting/hearing, they will need a record of the proceedings and, for such purpose, they may need to ensure that a verbatim record of the proceedings is made, which record includes testimony and evidence upon which the appeal is to be based.*

**March 9, 2022**

## **5. Consent Agenda**

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### **SUMMARY**

It is approved board procedure to place routine items under the Consent Agenda for approval with no discussion.

The Consent Agenda has been expanded to include those routine report items identified below. If an item requires discussion, that item may be removed from the Consent Agenda at the request of any member of the board, discussed, and acted upon separately.

- A. Approval of Minutes of the February 9, 2022 Meeting
- B. Approval of Committee Appointments
- C. Approval of Community Transportation Coordinator Redesignation
- D. Approval of Scope of Work and Fee Estimate for *Advantage Pinellas* Investment Corridor Transition Plan for Alternate US 19 (SR 595)
- E. Approval of Amendment to the Board Operating Procedures
- F. Approval of Urban Design Services Pilot Program – Updated Interlocal Agreement

**March 9, 2022**



**5A. Approval of Minutes of the February 9, 2022 Meeting**

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**SUMMARY**

The minutes from the February 9, 2022 meeting are attached for the board's review and approval.

**ATTACHMENT(S):** Minutes of the February 9, 2022 Forward Pinellas meeting

**ACTION:** Board to review and approve the February 9, 2022 meeting minutes.



**The Forward Pinellas Board held this public meeting in person on February 9, 2022 at the Pinellas County Communications Building in the Palm Room. The meeting was called to order at 1:01 p.m. by Mayor Cookie Kennedy, Forward Pinellas Chair.**

**The following members were present:**

Joanne “Cookie” Kennedy, Chair, City of Indian Rocks Beach Mayor

*Representing Beach Communities*

Janet C. Long, Vice-Chair, Pinellas County Commissioner

David Allbritton, Treasurer, City of Clearwater Councilmember

Karen Seel, Secretary, Pinellas County Commissioner (late arrival 1:05 p.m.)

Gina Driscoll, City of St. Petersburg Council Chair

*Representing Pinellas Suncoast Transit Authority (PSTA)*

Dave Eggers, Pinellas County Commissioner

Richie Floyd, City of St. Petersburg Councilmember (late arrival 1:30 p.m.)

Brandi Gabbard, City of St. Petersburg Councilmember

Cliff Merz, City of Safety Harbor Commissioner

*Representing Oldsmar, Safety Harbor and Tarpon Springs*

Bonnie Noble, Town of Kenneth City Councilmember

*Representing Inland Communities*

Patti Reed, City of Pinellas Park Vice Mayor

Michael Smith, City of Largo Vice Mayor

Absent:

Julie Ward Bujalski, City of Dunedin Mayor

Also Present

Whit Blanton, Executive Director, Forward Pinellas

Anne Morris, Assistant County Attorney

Forward Pinellas Staff

Other interested individuals

**The board unanimously adopted the Safety Performance Measures and Targets for 2022**

The board adopted the Safety Performance Measures and Targets, aiming for a 20% reduction in fatalities and a five% reduction in serious injuries, with the long-term goal of zero fatalities and serious injuries by 2045. New 2020 data for Pinellas County shows a 1% increase in fatalities and an 8.1% decrease in serious injuries (based on 2016-2020 averages compared to 2015-2019 averages). Though the five-year average showed a 3.8% decrease in pedestrian and bicyclist fatalities, 2021 has

seen a record number of deaths and those numbers are not yet included. Forward Pinellas is committed to working toward our Safe Streets Pinellas Vision Zero goal through speed studies, supporting safety-related legislation, adopting priority projects in the Transportation Investment Program (TIP), and encouraging all local communities to support the implementation of the Safe Streets Pinellas Action Plan.

- Commissioner Smith clarified with staff that the reason we're retaining our targets and not trying to decrease them at this point is because the existing targets have not yet been achieved, but are still considered achievable, but only if others are willing to help. To reach this goal we need legislative support, law enforcement support, and state/local partner support.
- Commissioner Eggers requested we increase the utilization of speed feedback signs throughout the county. Mr. Blanton agreed with this idea and confirmed he would look into a solution.
- Mayor Kennedy requested staff consider bringing more consistency to speed limits on corridors that go through small communities that have varying speed limits.
- Commissioner Eggers responded that speed limits should be set based on the road design and not for continuity.

### **Dr. Cynthia Johnson presented Private Sector Perspectives - Pinellas County's Economic Development Vision**

Pinellas County Economic Development (PCED) Director Dr. Cynthia Johnson discussed their vision to build a more resilient, inclusive, and equitable Pinellas County. As a long-time key partner of Forward Pinellas, PCED helps create an environment where businesses want to move, current businesses can thrive, and where the workforce wants to live. Dr. Johnson strives to intentionally create opportunities to meet the needs of underrepresented communities, which builds a more resilient community that serves all generations. PCED is proud to promote innovation and entrepreneurship through the [ARK Innovation Center](#), committing to equitable development and job creation, which will arrive in St. Pete in 2022. Dr. Johnson closed her presentation with her theory of Four Teambusters: Lack of Trust, Lack of Transparency, Turf Wars, and Transition. She stated, "Our goal [at PDEC] is we are trusting, we honor tradition but don't allow us to keep us from moving forward, we are one Pinellas and we're transparent." Forward Pinellas is thankful for PDEC's partnership in moving Pinellas forward.

- Commissioner Long clarified with Dr. Johnson that PCED, Forward Pinellas, and the City of St. Pete are working with a developer who has proposed a mixed-use development policy framework in the 22<sup>nd</sup> St. S. area. Discussions are ongoing and all parties are hopeful that we can work together to find a solution.
- Commissioner Merz appreciated Dr. Johnson's perspective of "One Pinellas" and echoed the importance of incubators to the success of innovators and businesses. He asked if PCED considered working with the small business association and development centers.
- Dr. Johnson noted that PCED is the lead agency for the Florida Small Business Center and has subcenters in eight different chambers and several libraries to "meet the businesses where they are." PCED looks forward to continuing to strengthen that relationship with our small businesses and providing access to everyone.

- Councilmember Gabbard applauded Dr. Johnson’s approach to be more intentional and meet the needs of all our businesses in Pinellas County, as well as the effort to move forward on the partnership for the proposed 22<sup>nd</sup> St. S. Project.
- Councilmember Driscoll echoed the appreciation for working on the 22<sup>nd</sup> St. S. Project, noting that when we talk about “Industry,” this is not the antiquated version of smokestacks and noisy factories – but rather, [everything from financial service offices to software developers to research labs](#).
- Mayor Kennedy clarified with Dr. Johnson that they are creating a platform where businesses can see what PCED offers and how to take advantage of these opportunities.
- Commissioner Eggers stated he was glad PCED is a partner on the [TEILS Update](#) and would like staff to be mindful that industrial land must be available for businesses to come to Pinellas County.

### **Forward Pinellas staff presented updates on the Advantage Pinellas Investment Corridor Transition Plan for Alternate US 19 (SR 595)**

Forward Pinellas will begin the Advantage Pinellas Investment Corridor Transition Plan to develop recommendations for Alternate US 19 (SR 595). As part of the Advantage Pinellas Investment Corridor Strategy, this redevelopment effort will encourage enhanced transit service and other multimodal transportation options to link jobs, education, and housing.

### **The board unanimously approved a modification to the FY 21/22-25/26 Transportation Improvement Program**

Forward Pinellas receives federal and state grant funds through FDOT on a two-year Unified Planning Work Program (UPWP) cycle. During the January meeting of Forward Pinellas, the board voted to modify the UPWP. The currently adopted TIP (FY21/22-FY25/26) must be modified to reflect a reduction in available transit planning funds by \$145,332 for FY22. This reduction is a result of a new state matching policy for a particular federal planning grant.

- Mr. Blanton advised that this \$145,332 reduction in federal transit planning funds will affect Forward Pinellas’ ability to provide for all the needs in Pinellas County. We appreciate Pinellas County’s stated partnership to continue their 10% local contribution to help our financial position.

### **The board recommended approval of an amendment to the Countywide Plan Map**

- The board recommended approval of the following amendment to the Countywide Plan Map:
  - An amendment from the City of Tarpon Springs to amend the property at the southwest corner of Highland Ave. and South Pinellas Ave. from Retail & Services and Residential Low Medium to Retail & Services to designate the property under one land use category, and allow for the use of the property as a medical office.

### **SPOTlight Updates**

- Forward Pinellas kicked off the Target Employment & Industrial Lands Study (TEILS) Update, meeting with the consultants and partners, including PCED and Pinellas County Housing and Community Development, discussing goals and objectives for the project. The primary focus of

the study is to identify lands that should be preserved or converted for target employers, lands that could be subject to mixed-use development in the future, and how countywide planning efforts can be adapted to suit these needs. The project is scheduled to be completed by the end of 2022. For more information on this project, visit: [www.ForwardPinellas.org/TEILS](http://www.ForwardPinellas.org/TEILS)

- The Town of Indian Shores approved their preferred alternative for a sidewalk on Gulf Blvd. They chose the option with a sidewalk and bike lane on both sides of the road and two travel lanes. Forward Pinellas is working with FDOT staff to add this project to the new 5<sup>th</sup> year of the state's Work Program.
- Forward Pinellas staff held individual meetings with committee members to discuss the Waterborne Transportation Policy and will present the committee's recommendations to the Forward Pinellas board this spring.

## Other Items

- PSTA is moving forward with the SunRunner Rising Development Study and is continually working to replace the aging bus fleet with electric transit. They are also partnering with the City of Clearwater to provide a free Park & Ride service during spring break.
- TBARTA is completing the Urban Gondola Study but pivoting to focus on the City of Clearwater due to local support. FDOT is continuing to communicate with CSX about potential acquisition or use of those tracks.
- Mr. Blanton and Councilmember Gabbard attended meetings in Tallahassee and discussed several bills we support and some of concern, including the advancing [Senate Bill \(SB\) 962](#) and [House Bill \(HB\) 981](#). They spoke with several representatives about finding a compromise that would respect our home rule and allow Pinellas County to retain the ability to make decisions for our communities.
- Forward Pinellas would like to pursue a strategy to seek legislative approval to conduct select advisory meetings virtually to serve our citizens in a meaningful way. Mr. Blanton will bring back more information on this at a later date.
- Forward Pinellas staff are currently developing a summary of construction projects with the estimated timelines for start and completion dates that will be easy to reference.
- Pinellas County citizen Mike Riordon provided public comment and implored the board to support reducing the posted speed limit on Drew St. to 30 mph and increase enforcement for those speeding in order to increase the safety of this area.

## Action Sheet

**February 9, 2022**

At its February meeting, the Forward Pinellas Board took the following official actions:

- **Consent Agenda** (vote: 11-0)  
Approved to include the following:
  - A. Approval of Minutes of the January 12, 2022 Meeting
  - B. Approval of Committee Appointments
  - C. Acceptance of Quarter One Financial Report and Budget Amendment

- **Approval of Modification to the Transportation Improvement Program (TIP)**

Following a presentation by Alexis Boback, Forward Pinellas staff, the board, in its role as the metropolitan planning organization, approved the modification to the TIP as outlined. (roll call vote: 11-0; Councilmember Floyd had not yet arrived)

- **Countywide Plan Map Amendment(s)**

One case was approved:

1. CW 22-03 – City of Tarpon Springs (vote: 11-0; Councilmember Floyd had not yet arrived)

- **Safety Performance Measures and Targets**

Following a presentation by Alexis Boback, Forward Pinellas staff, the board, in its role as the metropolitan planning organization, adopted the safety performance measures and targets as outlined. (vote: 11-0; Commissioner Long had stepped out)

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Chair

**March 9, 2022**

**5B. Approval of Committee Appointments**

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**SUMMARY**

- **BPAC**

**David Chase** submitted an application for an open Mid-County seat. David is a long time resident of Pinellas County and understands the challenges bicyclist and pedestrians face. He currently works in the transportation field for the City of Pinellas Park and feels his experience in this field as well as personal and family experiences, he would be a benefit to this committee.

- **CAC**

**Chris Griffin** submitted an application for an open St. Petersburg seat. Chris is a long time resident of Pinellas County, living in Clearwater, Largo and currently St. Petersburg. He feels Forward Pinellas has done a great job, but needs volunteers like himself to provide informed feedback. He feels he has a unique prospective as a young professional that would be valuable to the committee. **Greg Simek** has submitted an application for an At Large seat. Greg is very passionate about transportation and would like to learn more about the MPO, Complete Streets, Zoning, Housing and Economic Growth and would like to serve his community by serving on this committee.

**ATTACHMENT(S):**

- BPAC Membership Listing
- Application for David Chase
- CAC Membership Listing
- Application for Chris Griffin
- Application for Greg Simek

**ACTION:** Board, in its role as the metropolitan planning organization, to approve David Chase as citizen rep for his community on the BPAC and approve Chris Griffin and Greg Simek as citizen reps for their communities on the CAC.

**STAFF RECOMMENDATION:** Staff recommends the board approve the appointments as outlined above.

**BICYCLE PEDESTRIAN ADVISORY COMMITTEE MEMBERSHIP LIST****Voting****St. Petersburg Area (St. Pete/Gulfport/So Pasadena/Tierra Verde)**

1. Lisa Charest (10/14/20)
2. Kimberly Cooper (10/13/99) (reappointed 5/9/18)
3. John Austin (11/10/21)
4. Charlie Guy (01/12/22)

**Clearwater Area**

5. Gloria Lepik-Corrigan (09/08/21)
6. Fernando Gutierrez (01/12/22)
7. Vacant (03/12/14)

**Dunedin Area**

8. Russ Hilton (09/08/21)
9. Neil Wicks (11/10/21)

**Pinellas Park and Mid-County**

10. Vacant application pending – David Chase
11. Vacant

**Largo Area**

12. Daniel Alejandro (10/12/16)
13. Vacant

**North County Area (Tarpon Springs/Palm Harbor/Ozona/Oldsmar/Safety Harbor)**

14. Becky Afonso (Vice Chair) (10/08/14)
15. Brian Smith (Chairman) (12/12/12)

**At Large Area**

16. Paul Kurtz (12/11/13)
17. Todd Bogner (11/10/21)
18. Bob Gallo (02/09/22)
19. Paul Zagami (01/12/22)
20. Stephen Moriarty (06/09/21)
21. Ed Hawkes (11/18/98)
22. Annette Sala (03/12/14)

**Seminole Area**

23. Jim Wedlake (05/12/10)

**Beach Communities**

24. Bert Valery (10/1983-10/1998) (reappointed 07/10/02)
25. Alan Johnson (05/09/18)

**Technical Support**

1. County Traffic Department (Joan Rice – representative; Gina Harvey and Casey Morse – alternates)
2. Pinellas County Planning Department (vacant – representative)
3. PSTA (Jacob Labutka – representative; Heather Sobush and Reid Powers – alternates)
4. City of Clearwater (Lauren Matzke - representative)
5. City of St. Petersburg (Lucas Cruse – representative; Cheryl Stacks - alternate)
6. City of Largo (Diane Friel – representative; Taylor Hague - alternate)
7. City of Oldsmar (Alayna Delgado – representative, Tatiana Childress – alternate)
8. City of Pinellas Park (Derek Reeves – representative)
9. City of Dunedin (Molly Cord – representative, Frances Leong-Sharp and George Kinney – alternates)
10. Pinellas County School System (Joseph Camera- representative, Autumn Westermann- alternate)
11. Friends of the Pinellas Trails (Scott Daniels – representative)
12. CUTR (Julie Bond - representative)

**Sheriff's Office /Police/Law Enforcement Representatives**

1. Pinellas Park Police Dept.
2. St Petersburg Police Dept.
3. Largo Police Dept.
4. Sheriff's Office – Deputy Eric Gibson
5. Clearwater Police Dept.

**Non-Voting Technical Support**

13. FDOT (Emmeth Duran - representative)
14. County Parks and Conservation Resources (Lyle Fowler – representative; Spencer Curtis – alternate)

\*Dates signify appointment



## ADVISORY COMMITTEE MEMBER APPLICATION

Name: Chase David M  
Last First Middle

Home Address: 7600 Ridge Rd 202C Seminole, FL 33772  
Street (Apt.) City, State Zip

Work Address: 6250 82nd Ave Pinellas Park 33781  
Street (Apt.) City, State Zip

727-369-5727 727-280-3763 dchase@pinellas-park.com  
Home Telephone Work Telephone Mobile Telephone E-mail Address

Do you prefer to be contacted/receive documents at your home or work address? Home ☐ Work ☒

Date of Birth: 12/13/1963

Advisory committee you're interested in serving on: Bicycle and Pedestrian Advisory

Why are you interested in serving on this committee? (you may add an attachment if you need additional space)

Having lived and worked in Pinellas County for over thirty (30) years I am very aware of the challenges that bicyclists and pedestrians face traveling in this region.

My two (2) sons and myself have utilized public transportation and biking/walking throughout our lives as a means of travel in an effort to reduce our carbon footprint as well as costs.

I believe working in the transportation field with the City of Pinellas Park, as well as my personal and family experiences can benefit this committee. Thank you for your consideration.

Education	Name and Location	Degree	Major/Subjects of Study
High School	Ithaca High School - Ithaca, NY		
College or University	St. Petersburg College	Incomplete	Industrial Management Technology
Specialized Training, License or Certificate	I.M.S.A. Signs and Markings Level III, I.M.S.A. Traffic Signals Level I		
Other Education			

If you are appointed, do you know of any reason whatsoever why you will not be able to attend regularly scheduled meetings or otherwise fulfill the duties of the membership to which you have been appointed?

Yes No If "Yes", please explain:

NO

The following information will be used to satisfy Equal Opportunity reporting and research requirements.

Gender: Male ☒ Female ☐

Race: White ☒ Hispanic ☐ African American ☐ American Indian/Alaskan Native ☐

Asian/Pacific Islander ☐ Other ☐

\* Applications may be submitted by electronic mail, FAX or mail. E-mail address: [info@forwardpinellas.org](mailto:info@forwardpinellas.org)

Fax: (727) 464-8212 - Mailing Address: Forward Pinellas, 310 Court St., Clearwater, FL 33756.



## **CITIZENS ADVISORY COMMITTEE MEMBERSHIP LIST**

### **St. Petersburg Area**

- |                    |                                 |
|--------------------|---------------------------------|
| 1. Dylan Carlson   | (02/03/19)                      |
| 2. Brandon Huskins | (02/10/21)                      |
| 3. Vacant          | application pending - C. Giffin |
| 4. Vacant          |                                 |

### **Clearwater Area**

- |                |            |
|----------------|------------|
| 5. Luis Serna  | (06/14/17) |
| 6. Bill Jonson | (06/13/18) |

### **Dunedin Area**

- |                  |            |
|------------------|------------|
| 7. Karen Mullins | (07/09/14) |
| 8. Bob Henion    | (02/12/20) |

### **Pinellas Park and Mid-County Area**

- |                     |            |
|---------------------|------------|
| 9. Tracey Schofield | (02/12/20) |
| 10. Brian Scott     | (09/11/19) |

### **Largo Area**

- |                      |            |
|----------------------|------------|
| 11. Paul Wallace     | (03/14/18) |
| 12. Loretta Statsick | (05/13/20) |

### **Beaches Area**

- |            |  |
|------------|--|
| 13. Vacant |  |
| 14. Vacant |  |

### **Gulfport, Kenneth city, Seminole, Belleair, So. Pasadena, Belleair Bluffs Area**

- |                    |                       |
|--------------------|-----------------------|
| 15. Caron Schwartz | (02/14/18) (Gulfport) |
|--------------------|-----------------------|

### **Tarpon Springs, Oldsmar, Safety Harbor Area**

- |                         |            |
|-------------------------|------------|
| 16. Tammy Vrana (Chair) | (05/13/15) |
| 17. Kathleen Smith      | (04/14/21) |

### **At Large**

- |                               |   |
|-------------------------------|---|
| 18. Tony Stillo               | (05/13/20) (Clearwater)                   |
| 19. Gary Benjamin             | (01/08/20) (Clearwater)                   |
| 20. Duncan Kovar (Vice-Chair) | (07/12/17) (Safety Harbor)                |
| 21. Vacant                    | application pending – G. Simek (Gulfport) |
| 22. Vacant                    |   |
| 23. Connie Bruce              | (04/14/21) (Pinellas Park)                |
| 24. George Thurlow            | (04/14/21) (Gulfport)                     |
| 25. Vacant                    |   |
| 26. Vacant                    |   |

### **TRAC**

- |                           |            |
|---------------------------|------------|
| 27. Gloria Lepik-Corrigan | (01/09/19) |
|---------------------------|------------|



## ADVISORY COMMITTEE MEMBER APPLICATION

Name: \_\_\_\_\_ Griffin \_\_\_\_\_ Christopher \_\_\_\_\_ Michael \_\_\_\_\_  
Last First Middle

Home Address: \_\_\_\_\_ 430 3rd Ave. South Unit 282 St. Petersburg FL 33701 \_\_\_\_\_  
Street (Apt.) City, State Zip

Work Address: \_\_\_\_\_ 175 5th St N, St. Petersburg, FL 33701 \_\_\_\_\_  
Street (Apt.) City, State Zip

\_\_\_\_ NA \_\_\_\_\_ (727) 893-7891 \_\_\_\_\_ (727) 452-0119 \_\_\_\_\_ tophermgriffin@gmail.com \_\_\_\_\_  
Home Telephone Work Telephone Mobile Telephone E-mail Address

Do you prefer to be contacted/receive documents at your home or work address? **Home** Work

Date of Birth: \_10-25-1994\_\_\_\_\_

Advisory committee you're interested in serving on: \_\_Citizens Advisory Committee\_\_\_\_\_

Why are you interested in serving on this committee? (you may add an attachment if you need additional space)

For the majority of my life, I have lived in Pinellas County; I grew up in the Clearwater/Largo area and currently live in downtown St. Petersburg. I have watched as this county has increased in population and have seen the different approaches that the county has implemented to adjust the transportation options to match our growth. As our metropolitan planning organization, Forward Pinellas has done some great things to expand our options for transportation, but with any great public entity, they need volunteers to help give them feedback. I would love to serve on the Citizens Advisory Council to help provide informed feedback about future projects Forward Pinellas plans to implement in Pinellas County. I represent a unique perspective as a young professional who regularly walks to work, bikes on the trails, and drives to visit family throughout Pinellas County. I think I can be an asset to the Citizens Advisory Council, learn more about the work Forward Pinellas is doing, and help better our community if I am selected to serve.

Education	Name and Location	Degree	Major/Subjects of Study
High School	Pinellas Park High School	Diploma	
College or University	University of South Florida	Bachelors of Arts	Economics and Political Science
Specialized Training, License or Certificate			
Other Education	Texas A&M University Bush School of Government and Public Service	Master of Public Service and Administration	Transportation Policy

If you are appointed, do you know of any reason whatsoever why you will not be able to attend regularly scheduled meetings or otherwise fulfill the duties of the membership to which you have been appointed?

Yes **No** If “Yes”, please explain:

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**The following information will be used to satisfy Equal Opportunity reporting and research requirements. Gender:** **Male** Female

**Race:** **White** Hispanic African American American Indian/Alaskan Native  
Asian/Pacific Islander Other

\* Applications may be submitted by electronic mail, FAX or mail. E-mail address: [info@forwardpinellas.org](mailto:info@forwardpinellas.org)

Fax: (727) 464-8212 - Mailing Address: Forward Pinellas, 310 Court St., Clearwater, FL 33756.

## INTEGRATING LAND USE & TRANSPORTATION





## ADVISORY COMMITTEE MEMBER APPLICATION

Name: SIMEK GREG WAYN  
Last First Middle  
Home Address: 5122 31ST AVE S GULFPORT 33704  
Street (Apt.) City, State Zip  
Work Address: 2950 47TH AVE N ST PETERSBURG 33714  
Street (Apt.) City, State Zip  
727-310-1916 GREG@BODYNUTRITION.COM  
Home Telephone Work Telephone Mobile Telephone E-mail Address

Do you prefer to be contacted/receive documents at your home or work address? Home Work ☒

Date of Birth: 12/11/1982

Advisory committee you're interested in serving on: CAC

Why are you interested in serving on this committee? (you may add an attachment if you need additional space)  
Learn more about Forward Pinellas initiatives on Complete Streets, Zoning, Housing, and Economic Growth to provide context  
and/or suggestions to the Lealman CRA and Gulfport Council meetings I attend regularly.

Education	Name and Location	Degree	Major/Subjects of Study
High School	MIDDLESEX SCHOOL IN MA		
College or University	UNIVERSITY OF LOUISIANA	BS ECON	ECONOMICS
Specialized Training, License or Certificate			
Other Education	UNIVERSITY OF MONACO	MBA	FINANCE

If you are appointed, do you know of any reason whatsoever why you will not be able to attend regularly scheduled meetings or otherwise fulfill the duties of the membership to which you have been appointed?

Yes No If "Yes", please explain:  
NO

The following information will only be used to satisfy Equal Opportunity reporting and research requirements.

Gender: Male ☒ Female ☐

Race: White ☒ Hispanic ☐ African American ☐ American Indian/Alaskan Native ☐

Asian/Pacific Islander ☐ Other ☐

\* Applications may be submitted by electronic mail, FAX or mail. E-mail address: [info@forwardpinellas.org](mailto:info@forwardpinellas.org)

Fax: (727) 464-8212 - Mailing Address: Forward Pinellas, 310 Court St., Clearwater, FL 33756.

**March 9, 2022**

**5C. Community Transportation Coordinator (CTC)  
Redesignation**



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**SUMMARY**

Throughout Florida, each county/service area has a Transportation Disadvantaged (TD) Program that provides low-cost transportation services to residents who are low-income and/or physically or mentally impaired. These programs are managed by Community Transportation Coordinators (CTCs) that are responsible for coordinating and providing the services. In Pinellas County, the Pinellas Suncoast Transit Authority (PSTA) is the CTC. Forward Pinellas, as the County's MPO, serves as the designated official planning agency for the program.

Every five years, Forward Pinellas and the Local Coordinating Board (LCB), which is responsible for overseeing the TD Program, are required to undergo a CTC designation (or re-designation) process. This is necessary to secure the services of a CTC for the TD Program for the next five years. The PSTA has expressed interest in remaining the Pinellas County CTC. Attached is a letter from PSTA highlighting its successes as the CTC and expressing its desire to continue in this role.

Forward Pinellas staff believes PSTA is well qualified to continue as the CTC for another five years. In addition, the proposed re-designation of PSTA as the CTC was reviewed by the LCB at its most recent meeting held on February 15, 2022. The LCB unanimously supported PSTA continuing in its role as the CTC.

After the Forward Pinellas Board submits its recommendation to the Florida Commission for the Transportation Disadvantaged (CTD) regarding the CTC designation, the CTD will prepare a Memorandum of Agreement (MOA) for signature by the LCB Chair and the CTC. The Commission will then review the executed MOA at its next Business Meeting in consideration of approving the CTC designation. This process must take place before June 30, 2022.

**ATTACHMENT(S):**

- Letter from PSTA
- Resolution 22-1

**ACTION:** Board, in its role as the metropolitan planning organization, approve Resolution 22-1, recommending that PSTA continue as the CTC from July 1, 2022 through June 30, 2027

**ADVISORY COMMITTEE RECOMMENDATION(S):** The LCB unanimously supported PSTA being redesignated as the CTC for another five years.



January 24, 2022

Mr. Whit Blanton, FAICP  
Executive Director  
Forward Pinellas  
310 Court Street  
Clearwater, FL 33756

Dear Mr. Blanton:

Please consider this to be PSTA's letter of qualifications for, and interest in, continuing to serve as the Community Transportation Coordinator (CTC) for Pinellas County for another five-year period when its current term expires June 30, 2022.

When PSTA became the CTC in 2012, Pinellas County reported two million trips and \$1.2 million in Commission for the Transportation Disadvantaged (CTD) funds. In 2016, we reported four million trips and \$3.4 million in CTD grant funds. For FY2021, PSTA received \$3.94 in Trip and Equipment grant funds. Ridership was not able to be tracked until the end of the fiscal year due to PSTA being fare-free negating the need for a TD bus pass. Over the last five years, PSTA also received Mobility Enhancement and Innovative Service Development grants for its TD Late Shift and TD Direct Connect Program. Although that funding source is no longer available, PSTA continues to offer these programs. PSTA plans to continue to work with the CTD to re-establish funding for this important program and other innovative services.

During the last five years, PSTA continued its effective working relationship with the Local Coordinating Board (LCB) and Forward Pinellas staff. This partnership benefits the program by:

- Conducting extensive outreach to agencies serving the existing and potentially TD population.
- Providing transportation to the TD population using the most cost-effective mode, by providing bus passes.
- Improving the eligibility process by eliminating unnecessary requirements.
- Allowing the program to adapt during the coronavirus pandemic by introducing the "Essential Workers" Program to get workers to their jobs when bus service was limited, and maximum capacity limitations meant people were unable to board their regular bus.

All of this was possible because of the commitment of PSTA's leadership to meet the critical transportation needs of TD residents through the most cost-effective means possible without budget-based service caps or waiting lists. This continued prior to the pandemic even when PSTA consistently incurred far more expenses than could be reimbursed by the TD Commission and saw its farebox revenue decrease significantly during times of decreased general revenue.

In FY2021, PSTA received little fare revenue due to being fare-free until August 2021. As previously mentioned, this made it difficult to track TD ridership, although system wide, PSTA saw an overall decrease in ridership primarily due to the pandemic. We fully expect that with fares having returned, as people go back to work, and the risks of the pandemic lesson, participation in the TD Program will increase to pre-pandemic levels.

From a quality perspective, PSTA has passed all its annual evaluation and commits to maintaining a program that consistently meets all requirements in the future. PSTA plans to continue placing the transportation needs of lower income households to ensure they can get to medical appointments, jobs, grocery stores, and other life-sustaining destinations.

We look forward to the opportunity to continue to work with our agency partners in the LCB, Forward Pinellas, and throughout the community to meet the life-sustaining trip needs of the TD population over the next five years.

Sincerely,

A handwritten signature in blue ink, appearing to read 'B. Miller', is written over the word 'Sincerely,'.

Brad Miller  
CEO

Resolution #22-1

A RESOLUTION OF FORWARD PINELLAS, IN ITS ROLE AS THE PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION, RECOMMENDING THE PINELLAS SUNCOAST TRANSIT AUTHORITY AS THE COMMUNITY TRANSPORTATION COORDINATOR FOR PINELLAS COUNTY.

WHEREAS, Forward Pinellas, in its role as the Pinellas County Metropolitan Planning Organization, serving as the Designated Official Planning Agency for the Transportation Disadvantaged (TD) Program, is required by Chapter 427 of the Florida Statutes to recommend a qualified Community Transportation Coordinator (CTC) to the Florida Commission for the Transportation Disadvantaged (CTD) every five years; and

WHEREAS, in accordance with Chapter 287 of the Florida Statutes, CTD allows a governmental agency to serve as the CTC; and

WHEREAS, the Pinellas Suncoast Transit Authority (PSTA) has managed coordinated transportation services effectively since becoming the CTC; and

WHEREAS, PSTA desires to continue to serve as the CTC for Pinellas County for the next five (5) years.

NOW, THEREFORE, BE IT RESOLVED that Forward Pinellas, in its role as the Pinellas County Metropolitan Planning Organization, duly assembled in regular session this 9<sup>th</sup> day of March 2022, recommends to the Florida Commission for the Transportation Disadvantaged that the Pinellas Suncoast Transit Authority be approved as the Community Transportation Coordinator for Pinellas County, Florida from July 1, 2022 through June 30, 2027.

AYES:

NAYS:

Absent and not voting:

ATTEST:

BY: \_\_\_\_\_

Joanne Kennedy, Chair  
Forward Pinellas

**APPROVED AS TO FORM**

By: Anne M. Morris  
Office of the County Attorney



**March 9, 2022**



**5D. Approval of Scope of Work and Fee Estimate for the  
Advantage Pinellas Investment Corridor Transition Plan**

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**SUMMARY**

Forward Pinellas will be starting work on an *Advantage Pinellas* Investment Corridor Transition Plan for Alternate US 19 (SR 595) from SR 60 to 58th Street North at 5th Avenue North, and 58th Street North from 5th Avenue North to Central Avenue. The Alternate US 19 Corridor is identified as one of the Forward Pinellas priority investment corridors on the Land Use Strategy Map featured in *The Countywide Plan for Pinellas County*, as well as the 2045 Long Range Transportation Plan, known as *Advantage Pinellas*. Through *Advantage Pinellas*, Forward Pinellas has created the Investment Corridor Strategy, where the priority investment corridors identified in the Countywide Plan Land Use Strategy Map will be prioritized for redevelopment linking jobs and housing. The Countywide Plan was recently amended to allow for increased densities and intensities along the investment corridors that would encourage development and redevelopment opportunities. The linkage to housing and jobs through the incorporation of quality transportation options is also emphasized through the *Advantage Pinellas Countywide Housing Compact* and the *Advantage Pinellas: Transit; Pinellas Suncoast Transit Authority FY 2021-2030 Transit Development Plan*. This approach to transportation investments and future growth will serve to protect our established neighborhoods and enhance the areas best suited for additional growth and redevelopment.

This project will create a vision for the corridor that establishes a comprehensive redevelopment strategy to accommodate future growth and sustain economic opportunity for Pinellas County's diverse workforce. This study will involve a community-based evaluation to determine how best to meet current and future development needs, and to establish a long-term plan to guide the evolution of the corridor that aligns land use and transportation plans. The redevelopment and economic opportunity strategy will encourage the incorporation of enhanced transit service and other multimodal transportation options to link jobs, job training, and attainable housing. The outcome of this Transition Plan will include the development of a Corridor Redevelopment Plan, which will outline a series of guiding goals and objectives and will identify a redevelopment strategy that includes phasing actions that will result in robust revitalization and reinvestment, direct ongoing management, and prevent uses that are inconsistent with the vision for the area. This will include an assessment of regulatory barriers to redevelopment, particularly for housing that's affordable and development that is accessible by all modes.

Following an internal consultant evaluation process, Forward Pinellas has selected Kimley-Horn and its subconsultants Inclusivity, LLC, and HR&A Advisors, to assist with developing the Advantage Pinellas Investment Corridor Transition Plan for Alternate US 19 (SR 595). Staff is seeking board approval of the negotiated scope and fee for this project.

**ATTACHMENT(S):** Advantage Pinellas Investment Corridor Transition Plan for Alternate US 19 (SR 595) Scope of Work and Fee Estimate

**ACTION:** Board, in its role as the Pinellas Planning Council, to approve the scope of work and fee for the Advantage Pinellas Investment Corridor Transition Plan for Alternate US 19 (SR 595), subject to final scoping any negotiations not to exceed 10% and authorize staff to commence with the project.

## **Advantage Pinellas**

### **Investment Corridor Transition Plan for Alternate US 19 (SR 595)**

#### **Scope of Work**

**DRAFT March 1, 2022**

#### **PURPOSE**

This scope of services is prepared for the purpose of providing Forward Pinellas with a Corridor Transition Plan for the segment of Alternate US 19 (SR 595) from SR 60 to 58th Street North at 5th Avenue North, and 58th Street North from 5th Avenue North to Central Avenue. Through Advantage Pinellas, Forward Pinellas has created the Investment Corridor Strategy, where the priority investment corridors identified in the Countywide Plan Land Use Strategy Map will be prioritized for future transit investment. The Countywide Plan was recently amended to allow for increased densities and intensities along the investment corridors to encourage development and redevelopment opportunities that can be served by enhanced transit services. This approach to transportation investments and future growth in population and jobs will serve to protect established neighborhoods and enhance the areas best suited for additional growth and redevelopment. The Countywide Plan has established land use goals and strategies that will build upon the existing development pattern, preserving the character of established neighborhoods while channeling redevelopment into appropriate centers and corridors where multimodal transportation infrastructure exists or is planned. The Alternate US 19 Corridor is identified as one of the priority investment corridors.

This project will be coordinated with local and regional agency partners such as the Florida Department of Transportation (FDOT), the Pinellas Suncoast Transit Authority (PSTA), the Cities of Largo, Seminole, Clearwater, St. Petersburg, unincorporated portions of Pinellas County, and other public and private-sector partner agencies and organizations. The goal is to develop a redevelopment and economic opportunity strategy that encourages the incorporation of enhanced transit service and other multimodal transportation options to link jobs, job training, and workforce housing. This will be done by utilizing a context-sensitive approach. This project will create a vision for the corridor that establishes a comprehensive redevelopment strategy to accommodate future growth and economic opportunity for Pinellas County's diverse workforce as well supporting a transit operations plan for the corridor. This study will involve a community-based evaluation to determine how best to meet current and future development needs, and to establish a long-term plan to guide the evolution of the corridor that appropriately correlates the balance between land use and transportation planning.

The outcome of this Transition Plan will include the creation of a Corridor Redevelopment Plan, which will outline a series of guiding goals and objectives and will identify a redevelopment strategy that includes phasing actions that will result in revitalization and reinvestment, direct ongoing management, and prohibit uses that are inconsistent with the vision for the area. This will include an assessment of regulatory barriers to redevelopment, particularly for transit-oriented design, housing that's affordable and development that is accessible by all modes. This study will be developed within a context that reflects the long-term redevelopment vision for the study corridor. The details of the plan will be developed in an environment that encourages input and collaboration from stakeholders. The Corridor Redevelopment Plan will include short, mid and long-term implementation strategies that guide future development within the corridor, as well as specific improvements that can potentially be advanced in the near term. The project will consist of tasks as outlined below.

## **TASK 1: PROJECT MANAGEMENT AND PUBLIC ENGAGEMENT**

### **1.1 Project Management:**

**1.1.1 Project Initiation and Work Plan** – Kimley-Horn will start the project and develop a draft work plan which will include key milestones.

**1.1.2 Kickoff** - Kimley-Horn will prepare and attend a virtual project kickoff meeting with the Forward Pinellas staff and the project management team (PMT). The PMT is anticipated to include key staff from Cities of Largo, Seminole, Clearwater, St. Petersburg, and unincorporated portions of Pinellas County in addition to Forward Pinellas. We will work with study partners to gather available land use, zoning, transportation, and market data. The kickoff meeting is anticipated to include a discussion on the following:

- Defining success and outcomes
- Team roles and responsibilities and communication protocols
- Corridor sections (anticipated around four), major milestones, data needs, and anticipated deliverables
- Initial public engagement plan, key stakeholders to engage, and the establishment of a Project Advisory Group (PAG) comprising of agency staff from the FDOT, PSTA, and the Cities of Largo, Seminole, Clearwater, St. Petersburg, Pinellas County including Pinellas County Economic Development staff

**1.1.3 Project Management Tools** – Kimley-Horn will develop a shared electronic ShareFile workspace with updated documents and a shared master calendar to identify key milestones and relevant dates, particularly for multi-jurisdictional coordination.

**1.1.4 Project Management Team (PMT) Virtual Meetings** – It is anticipated Kimley-Horn will conduct monthly virtual project management team meetings/calls, up to sixteen (16) meetings, with study partners as agreed between Kimley-Horn and Forward Pinellas. The purpose will be to update the group on progress made and upcoming items. An agenda will be developed to discuss progress on tasks and deliverables and upcoming items over the next month. Early on as part of the kickoff and initial PMTs, Kimley-Horn will conduct “in-reach” to better understand past planning recommendations in the respective municipalities and to consider for updates as part of the planning process.

**1.1.5 Project Advisory Group (PAG) Virtual Meetings** – Kimley-Horn will work with Forward Pinellas on how often to hold meetings with the PAG. Up five (5) PAG meetings will be held with a mixture of virtual and in-person meetings. The meetings will be conducted with the PAG at key milestones to provide information and receive feedback. The PAG will be made up of the PMT members and additional departments from each jurisdiction (e.g. stormwater, transportation staff, etc.), FDOT, PSTA, FHP, TBARTA, Pinellas County Schools, Tampa Bay Regional Planning Council, and business stakeholders.

**1.1.6 Public Involvement Plan** – Kimley-Horn will develop a public involvement plan outlining the tools, types, and timing of public participation opportunities. The PIP will utilize past projects and feedback from the PMT to develop a contact database. We will develop a project brand and work with Forward Pinellas staff to develop a project website content to support the project webpage. Communications, collateral material, study documents, and project updates and schedules will be made available through multiple channels, such as the project website, social media, flyers, and newsletters. The PIP will be updated after discussions with the PMT.

The team will work with the PMT to get an initial list of stakeholders which is anticipated to include institutions, neighborhoods, large property owners, real estate professionals, and business owners. Strategies for each group will be discussed during the PMT meetings and an initial contact list will be developed and will be maintained by Forward Pinellas.

- Real Estate Professionals (landowners, brokers, developers)
  - Local brokers
  - Retail/Shopping Mall owners
    - Tyrone Gardens Shopping Mall
    - Tyrone Square Mall
    - Seminole Plaza
    - Seminole Oaks
    - Largo Village
    - Largo Mall
    - Clearwater Plaza
  - Other medium to large landowners
- Chambers of Commerce
  - St. Petersburg Area Chamber of Commerce
  - Central Pinellas Chamber
  - AMPLIFY Clearwater
- Pinellas County School Board
  - Largo Middle School
  - Largo High School
  - Tyrone Middle School
  - Ponce De Leon Elementary School
- Other housing, equity, non-profit professionals such as the Hispanic Outreach Center and other stakeholders from the Forward Pinellas Equity Assessment
- Potential Neighborhood Involvement – to be confirmed with Cities/County
- Other Potential Stakeholders
  - Bay Pines VA Hospital

## **1.2 Project Engagement:**

Kimley-Horn will work with Forward Pinellas to tailor the plan's engagement approach during the kickoff meeting and in coordination with the PMT and PAG. For engagement events and meetings Kimley-Horn will produce meeting materials and Forward Pinellas staff will schedule facilities and notice the events as appropriate.

**1.2.1 Public Outreach Materials** – Our team will develop appropriate content at key project milestones from project materials (e.g. PowerPoints and reports) to be used for the project website, blogs, news releases social media, newsletters, factsheets, and exhibits for the project (e.g., newsletters, advertisements, handouts, exhibits, etc.).

**1.2.2 Stakeholder Interviews** – Kimley-Horn will work with Forward Pinellas, the PMT, and the PAG to identify key stakeholders for one-on-one interviews. It is anticipated stakeholders will include property owners of catalytic sites and members of the development and real estate community. Stakeholders will be identified for a total of twelve (12) interviews/small group discussions. Kimley-Horn will consolidate stakeholder interview discussion notes into themes and provide one (1) summary to City staff.

**1.2.3 Business Stakeholder and Neighborhood Outreach Presentations** – Facilitated small-group sessions to gather input from businesses and neighborhood groups will also be conducted if needed. It is anticipated that up to twelve (12) small group presentations/discussion sessions will be conducted with business stakeholder groups and/or neighborhood groups to provide an opportunity for open discussion on area opportunities and initial recommendations. It is anticipated that these sessions could be phased, with one set of presentations near the beginning of the project for visioning and goal-setting and another set towards the end of the project to review and discuss recommendations.

**1.2.4 Focused Charrettes** – Kimley-Horn will prepare for and conduct up to four (4) in-person charrettes with stakeholders and interested parties. It is anticipated that up to one charrette may be conducted for each character area along the corridor study area. Charrettes should be conducted so that the location is accessible and convenient for the community. Each charrette is anticipated to be conducted over a 2-4 hour period to aid in the development of the vision planning process.

**1.2.5 Community Outreach Events** - Up to four (4) community events to include interactive, fun, and visual sessions (in-person) related to events already scheduled. Kimley-Horn can provide materials developed as part of other deliverables and attended scheduled meetings/events to include:

- Table/booth display at festivals, neighborhood activities, and other pop-up events
- Walk Audits

**1.2.6 Digital Engagement** – The Kimley-Horn team will develop an interactive mapping tool that is located on the project website via a link. We will conduct up to three (3) surveys during the project to provide information and to gain feedback on the project. Up to one (1) virtual room will be developed in conjunction with other outreach events. It is anticipated at least one survey will include visual preference surveys.

**1.2.7 Presentations to Agency Committees and Boards** – Kimley-Horn will participate in up to seven (7) presentations as needed as agreed upon by Kimley-Horn and Forward Pinellas. Presentations could may include to the cities of St. Petersburg, Seminole, Largo, and Clearwater, as well as the Pinellas Board of County Commissioners, and Forward Pinellas ( PAC, TCC, CAC, BPAC, Board).

**Deliverables:**

- Public outreach materials and exhibits
- Stakeholder Interviews Questions and Summary of Themes – up to twelve (12)
- Business and Neighborhood Outreach Material and Presentation – up to twelve (12)
- Focused Charrettes Material and Summaries – up to four (4)
- Community Outreach Events – up to four (4)
- Interactive mapping and Online Survey development – up to three (3)
- Up to one (1) virtual room
- Presentations to Agency Committees and Boards – up to seven (7)
- Overall Public Engagement Summary and Appendices for the Final Report

**Optional Services:**

**(Optional Service) Additional presentations** - Kimley-Horn will conduct up seven (7) additional presentations as needed to small groups or agencies.

**TASK 2: CORRIDOR-WIDE ANALYSIS**

The Kimley-Horn team will complete a high-level corridor analysis to better understand the broad range of issues, data needs, and their interactions in the plan visioning process. It is anticipated that the corridor-wide analysis will identify up to four character areas. It is envisioned that the analysis will be conducted using a ½ mile buffer around the study corridor to be further refined during the subsequent tasks. Character areas will be based on a synthesis of market, housing, mobility, existing land use, urban design, and character contributing criteria. They will give guidance to strategies to be developed in subsequent tasks of the scope.

**2.1 Existing Site and Area Conditions** – To begin the analysis, existing conditions along the corridor will be reviewed to understand existing challenges and opportunities. Elements within this analysis may include the following.

**2.1.1 Existing Plan Review** – Vision, goals, and priorities related to the area will be reviewed. Plans to be reviewed will be agreed upon during the kickoff meeting and could include the following:

- Alternate US 19 Vision Plan

- Alternate US 19 (SR 595) Corridor Studies
- Clearwater-Largo Road Community Redevelopment Plan
- Largo Mall Special Area Plan
- Largo Mobility Plan efforts
- Advantage Pinellas (Full Report, Active Transportation, Transit improvements)
- Advantage Pinellas Countywide Housing Compact
- Forward Pinellas Equity Analysis
- SunRunner Rising Development Study (58th Street Station specifically)
- St. Petersburg Complete Streets Implementation Plan
- Clearwater Complete Streets Implementation Plan
- Cities/Pinellas County: Comprehensive Plans of the municipalities (Future Land Use, Transportation elements or other elements or special area plans agreed upon with the PMT) and development standards (specifically to surrounding zoning categories) contained in each community's land development regulations

**2.1.2 Corridor Roadway Characteristics** – Roadway Characteristics will be summarized and mapped in a graphical format and will build off of prior work done in the area such as the Alternate US 19 Corridor Studies. The purpose will be to focus the analysis on land use and connectivity challenges to aid in the development of recommendations to come later in the study.

- Review of existing roadway characteristics (number of lanes, speed limits, signal locations), utility locations, Right-of-Way (ROW)
- Existing traffic counts, AADTs, and Level of Service (LOS)
- Areas with street lighting (based on available information)
- Crash data/trends, access management (driveways locations)
- Transit stop locations, service characteristics and ridership from PSTA (boardings/alightings)
- Truck routes
- Emergency evacuation routes
- Bicycle and pedestrian facilities including Pinellas Trail connections, and existing bicycle and pedestrian Level of Traffic Stress and any available count data
- Planned improvements (from the cities/Pinellas County, FDOT, and PSTA)

**2.1.3 Corridor Land Use and Open Space Characteristics** – The land use analysis will define links and transitions between neighborhoods, activity areas (including jobs, education and training), and civic places. The analysis will help identify existing and potential nodes for specific types of activities or uses. Our team will analyze land use maps and open space around potential station areas and major intersections to determine where changes to categories are desired. We will develop a comparison showing existing zoning, current land use, and future land use to show land use change opportunities. Our team will develop a redevelopment propensity index for transit supportive land uses based on existing and projected future land uses, land versus building values, vintage of structures, access to potential stations, as well as walking/bicycling distances to mobility nodes. It is anticipated the following land use characteristics will be summarized and mapped (where appropriate in a graphical format) to be used in future tasks.

- Map points of activity: Schools, Parks and Open Space, Commercial or other major activity areas, other points of interest (i.e., post office, health clinics, grocers, etc.)
- Map boundaries: Community Redevelopment Plans, Special Area Plans, Comprehensive Plans
- Parcel analysis: Identify vacant properties and examine redevelopment potential to identify properties best positioned for redevelopment (i.e., building to land value) areas with development activity, priority redevelopment areas or areas potentially with public realm improvements

- Identify FDOT Context Classification(s) for the corridor (build off of Alternate US 19 Corridor) and determine where the existing context classification should be reevaluated based on the corridor vision.
- Review SE Data Development – Overall assessment of current Socioeconomic Data Studies
- Perform Land Development Regulation Analysis to assess whether current zoning requirements support development with an orientation toward transit. We will develop an assessment matrix that clearly summarizes the analysis. The analysis will be used to develop implementation recommendations. This orientation includes overall minimum and maximum density requirements, building placement and massing relative to the sidewalk and public realm, and standards for facades and the interface between the building and the adjacent public realm. The analysis will be summarized with the PMT.

**2.1.4 Multimodal Assessment** – The purpose of this analysis will be to develop a prioritized phasing plan as part of later tasks. The multimodal transportation analysis will focus on enhancing pedestrian, bicycle, and non-automobile accessibility as well as vehicular conditions throughout the area while maintaining safe and efficient traffic movements. The assessment will also include autonomous, electric, connected, and shared infrastructure readiness. The multimodal transportation assessment will be a critical input to the master plan and urban design synthesis.

Kimley-Horn will identify the network of streets, land use context classifications, and pedestrian facilities that will provide local mobility and a framework for the envisioned development. The multimodal transportation assessment will be evaluated to support the plan and will address distinct but coordinated elements such as constraints and opportunities provided by major arterial roadway corridors; transit and intermodal facilities; coordinated bicycle, trails, or recreational system; access to/from the development and activity areas; internal site circulation; and parking. The Kimley-Horn team will develop a map series that is anticipated to include the following:

- An identification of committed and proposed transportation improvements for all modes to be mapped.
- Proposed station areas.
- Traffic OD Analysis (utilizing readily available information using Replica)
- A review of broad level traffic circulation and connectivity issues and opportunities within the project area. Opportunities could include connections to the Pinellas Trail and other bicycle facilities, sidewalk improvements, opportunities for freight movement. From the multimodal gap analysis, the team will identify access and mobility barriers especially at station areas.
- Identify transit service issues and opportunities, especially for priority elements.
- An identification of autonomous, connected, electric, and shared infrastructure readiness and potential locations for electric vehicle charging. We also will take into full consideration the potential automated transit network system for the potential of innovative and technologically advanced mobility options.

**2.1.5 Market and Economic Assessment** – The Kimley-Horn team will prepare a market and economic analysis to assess potential development opportunities across office, retail, commercial, residential land uses, and potential mixing of uses including vertical mixed-use development. The market and economic analysis will be tailored to address market strengths and weaknesses and evaluate real estate market potential against plan goals and objectives. A key objective will be defining the corridor's competitive market position for development/redevelopment by identifying redevelopment sites and sub-areas and creating data-based strategies that guide local government decisions to expand economic development opportunities. The Corridor-Wide Analysis and Planning-Level Market Assessment will be based on stakeholder interviews, traditional market research, and data analysis.



- Evaluate Corridor Existing Conditions. Document local market dynamics and physical characteristics to inform market competitiveness and overall desirability for new investment.
- Demographic and Economic Profile. Examine the “drivers” of market demand for specific development and redevelopment opportunities for office/workplace, retail, commercial, and housing by analyzing population, household, and employment growth trends; primary and secondary retail/commercial use trade areas; and spending patterns.
- Real Estate Market Conditions. Analyze real estate market conditions to understand the corridor’s competitive market position to support development and redevelopment; review supply and demand characteristics and market performance; interpret relevant adopted plans and policies for their impact to market conditions; and identify retail and commercial nodes to determine the availability of suitable sites (or their potential to become development-ready).
- Market Potential. Test market support for each land use identified above using appropriate demand methodologies and measured by gross building area (square feet of workplace/office space, retail and commercial uses, hotel rooms, housing units, etc.) or planning targets for land uses as identified during the study; outline the corridor’s overall economic strengths and weaknesses as the basis for market potentials. Determine the residential housing types in demand based on demand analysis and identify the most suitable locations for new housing. Estimate the demand for workplace/office space and identify target performance industries based on employment forecasts. Identify lower productivity areas or real estate value considered for workplace/office redevelopment. Forecast household and business expenditures to estimate demand potentials for retail, neighborhood/community retail, and larger regional retail demand by analyzing retail sales potentials among specific users.
- Economic Utilization and Redevelopment Analysis. Evaluate utilization on a parcel level and identify specific locations for potential opportunities to accommodate reinvestment and redevelopment. Identify the most viable redevelopment sites and/or sub-areas at potential station areas/mobility nodes. Identify the most viable mixed-use development options based on the market demand analysis. Summarize the findings of the market potentials from the tasks above and address the issue of affordable housing ownership/rents and commercial/retail/office leasing affordability.
- Funding Strategies: Determine revenues for possible funding options in coordination with the PMT. Determine revenues potentially generated as part of multimodal impact fees, Ad Valorem/Property Tax Revenues. Funding strategies will be developed further as part of the implementation task.

**2.1.6 Equity Assessment** – The Kimley-Horn team will build from prior work conducted by Forward Pinellas and will conduct an equity diagnostic of communities in the study area to identify and highlight any inequities present. The analysis will highlight equity metrics focused on access to opportunity, vulnerability to displacement, and housing and job diversity. The analysis will be used to set a baseline for where the community is today and use historical data to highlight trends over time. Following the development of the plan’s recommendations, the project team will conduct an equity analysis of the draft plan. The analysis will not only help tailor and challenge recommendations, but also guide the plan’s implementation, guarding against unintended consequences to vulnerable communities.

**2.2 Opportunities and Constraints Summary** – The Opportunities and Constraints Summary will be a graphic-intensive Summary of the findings of previous tasks. The Summary will be organized by the character areas. Each of the character areas will have different opportunities and constraints. The report will offer an initial identification of opportunity areas.

### **Deliverables:**

- Corridor-wide Analysis Report that summarizes the following that could serve as an appendix to the full Corridor Plan Report:
  - Existing Conditions

- Existing Plan Review
- Corridor Roadway, Land Use and Open Space Characteristics, including corresponding mapping of Existing Conditions
- Regulatory Analysis
- Multimodal Assessment
- Market and Economic Assessment
- Equity Assessment
- Opportunities and Constraints that help lead to the Redevelopment Vision

### **TASK 3: REDEVELOPMENT VISION**

This task will include the creation of a redevelopment vision. This task will result in two levels of guidance. First, a Corridor Framework/Redevelopment Vision which will identify higher level goals for transportation improvements, road hierarchy, improved multimodal connectivity, changes to proposed land uses, new and proposed open spaces, and an overall design character for the corridor. Second, at the station area level, place types will be developed to provide station-level guidance using an intuitive visual language.

**3.1 Corridor Framework and Vision Map** – The Redevelopment Vision for the corridor will be grounded in extensive community input and data analysis from the prior tasks. The Vision will identify larger goals and will be refined as the existing conditions analysis and engagement efforts are conducted. Specifically, the vision map will build off of area opportunities and constraints, and goals will be further contextualized by the character areas/sub areas. The corridor map will include the Redevelopment Vision with character areas/sub areas, Place Types, and Station Area Readiness. A focus will be on the identification of locations that are conducive to mixed use redevelopment that may support limited stop express transit.

**3.2 Areas of Change and Barriers** – The assessment will identify potential barriers, risks, and challenges as part of nodal areas or station areas. The purpose will be to identify nodal areas of change and potential station area locations where there is overlap with redevelopment potential near transit.

An identification of areas for transit supportive land uses based on land versus building values, size of parcels, vintage of structures, access to fixed-guideway transit services and supporting transit, as well as walking/bicycling distances to potential stations. The Kimley-Horn team will also review current population and employment projections and coordinate with Forward Pinellas who will develop updated projections for the area to identify potential growth areas and opportunities. We can also estimate future growth potential with different scenarios to provide a planning level buildout estimate. The Kimley-Horn team has access to Urban Footprint, a geospatial tool to test scenarios and outcomes using data from real places and will apply the tool if and as appropriate.

**3.3 Define Place Types or Context** – Kimley-Horn will apply place types, in conjunction with the market-based approach, to build on the corridor analysis and visioning. The purpose will be to set expectations for use, access, and mobility based on a transect for urbanism that is customized for the Alternate US 19 and 58th Street Corridor. The place types will help define and illustrate goals for opportunity areas.

We will use plans, diagrams, and graphics to illustrate mobility, placemaking, and private development strategies for station areas/mobility nodes. The place types will be developed in a way that the team can evaluate each framework against the development principles for implementation viability. The place types will include an easy-to-understand matrix that describes the desired land use mix, housing types, employment types, scale, and mobility functions.

A placemaking matrix will be included to outline potential improvements by place type around station areas such as mobility and streetscape improvements, public realm improvements, lighting, wayfinding/signage, quick build and tactical projects to help improve safety and character with added density.

**3.4 Station Area Evaluation** – We will utilize results from the corridor analysis to identify nodal areas or station areas in discussion with the PMT and PAG and other stakeholders. It is envisioned that there could be a different number of station areas by the character areas/sub areas.

**3.4.1 Define Redevelopment Types and Potential** – Place types and redevelopment potential will be defined for each station area. In conjunction with the corridor level analysis, the Kimley-Horn team will review areas of change. The station areas will be assigned to one of three development readiness categories based on land use characteristics and market demand and infrastructure.

- Developed/Stable - Existing uses that are market stable or include stable neighborhoods or development and are not likely to redevelop.
- Undeveloped - Places ripe to receive new growth with existing or modified land entitlements.
- Underdeveloped - Places with development that is underperforming, that yield a lower amount of development by those supported in local plans or zoning; or have outlived their market value.

**Market Demand** – The Kimley-Horn team will review the existing market-based information from the existing conditions to prepare a market assessment for station areas, identifying potential absorption for commercial, office, and residential uses. For residential uses, the team will briefly comment on the conditions that affect the specifics of housing affordability and potential incentives.

**Transportation, Mobility, and Infrastructure** – We will consider constraints to multimodal access to transit, site circulation, integration of the bicycle and multiuse network, and adjacent development and activity areas. We will consider circulation patterns for access to the station area, including micro-mobility, transportation network companies (TNC), and freight.

A higher planning level infrastructure screening will be developed as part of the buildout analysis to review the current infrastructure to serve redevelopment and land uses as described in the station area plans and the buildout calculations described in Task 3.2. The infrastructure assessment will be documented as project lists for the station areas. Necessary data and documentation to complete the assessment will be provided by PMT Member. Tools for the assessment may include:

- Permitted capacities of water treatment plants
- Locations, material, and age of major utility lines
- Flow analysis to identify the potential growth from new development
- Utility burial recommendations
- Multimodal (pedestrian, bicycle, and trail) facility infrastructure

**3.4.2 Equitable Development Strategies** – The Kimley-Horn team will build off of the equity analysis and existing assessment conducted in Task 2 to develop equitable development strategies in tandem with the corridor vision and opportunities mapping. The strategies will inform the implementation and final recommendations and will focus on the following:

- Identify areas of transit dependent populations and areas vulnerable to displacement (building off of the equity analysis)
- Tools to mitigate displacement of existing neighborhoods
- Tools to encourage a diversity of residential and non-residential opportunities
- Policies to incentivize housing diversity

The recommendations will be further summarized as part of the Implementation and Corridor Redevelopment Plan.

**Deliverables:**

- Corridor framework and vision map

- Development of vision, place types, and framework plans to be included as part of the corridor redevelopment plan
  - Corridor Framework and vision map including corridor-wide recommendations, areas of change, and barrier analysis
  - Place Types and placemaking toolkit
  - Station Area Evaluation and spotlights
  - Equitable Development Strategies

## **TASK 4: IMPLEMENTATION**

This task will include implementation recommendations that will be vetted with the PMT, PAG, stakeholders, and the public for inclusion into the corridor redevelopment plan.

**4.1 Zoning and Regulatory Framework Summary** – Kimley-Horn will develop a Zoning and Regulatory Framework that supports implementation items and efforts and will identify recommendations for each jurisdiction to consider as future updates to their zoning ordinances and development regulations. Kimley-Horn will build off of the results of the policy and the land development regulation analysis as part of Task 2. Kimley-Horn will review the existing regulations and approval process for the area surrounding each station to determine the potential ability of the station area to accommodate transit supportive development. Potential updates to the Countywide Plan map will also be included as part of the analysis. Potential tools available for the framework may include.

- Creation of an overlay zoning district or new zoning categories and updates to existing categories for better consistency with the Countywide Plan
- Standardization/consistency improvements between adjacent jurisdictions along the corridor
- Development of form-based regulations in appropriate portions of the corridor
- Tighter development standards addressing issues identified in the urban design analysis
- Density minimums or bonuses near stations
- Mixed-use allowances or requirements near stations

**4.2 Funding Options Summary** – The Funding Options Strategy will provide an overview of the key tools and funding methods for achieving the development goals. The initial assumption is that the project will require a corridor approach to advance the program by linking the development benefits to potential increases in tax base that can advance study partners' objectives. The task includes the following:

- Project the potential taxable value of development surrounding each station over 25 years based on the review of current market data, projections from property owners and developers, and the County and cities' view of development based on the station area plans.
- Test potential boundaries for assessment districts connecting the proposed stations.
- Develop an engagement plan for the involved taxing entities and project the property tax revenues for each taxing entity over a 25-year period.
- Develop an engagement plan for the private sector and engage the development community (landowners and developers).
- Evaluate the effects of potential assessment levels that would result in significant revenues (including effects on rent increases and sales prices).
- Develop a model to test the effects of differing assessment rates.
- Create a system to measure deliverable outputs against the program objectives.

**4.3 Establish Joint Development Planning Strategies/Statement of Interest** – Because the corridor includes multiple jurisdictions, land use policies, and objectives for potential joint development, projects will be compared as a baseline for an analysis of potential station areas. The Kimley-Horn team will work closely with the PMT and PAG to develop and adopt consistent joint development guidelines and tools to monitor the impact of any incentives used (whether financial or policy-oriented). The task will include the following:

- Review Relevant Documents
- Engage property owners/developers during stakeholder interviews regarding joint development opportunities
- Discuss programs used to promote joint development with the cities
- Assist the cities in developing potential joint development guidance
- Provide solutions to potential implementation conflicts

**4.4 Beta Tests** - Kimley-Horn can conduct beta tests for up to five (5) sites for the purpose of evaluating the proposed regulatory updates. Conceptual plans can be developed graphically with 3D visualization to get a better understanding of the changes from the existing and draft Code.

**4.5 Transit Operations Plan Support** - Kimley-Horn will coordinate with Forward Pinellas staff and PSTA to develop a higher-level transit operations plan. Kimley-Horn will conduct up to two (2) focused meetings with PSTA to discuss guiding principles, estimate of service hours, review of on-demand services, areas of redevelopment/potential stations and potential impacts to existing transfers/routes. The purpose of the task will be to develop the initial vision and plan with the full operations plan to be developed as part of a follow-up activity to this project.

**Deliverables:**

- Summary of Implementation Actions: Zoning/Regulatory Framework, Funding options, and Joint Development Agreement strategies
  - Includes a zoning assessment for each segment of the study area by city/Pinellas County and assessment of the Countywide Plan/regulations.
- Beta Tests – for up to five (5) sites
- Transit Operations Plan Support

**TASK 5: CORRIDOR REDEVELOPMENT PLAN: DEVELOPING ACTIONS**

**5.1 Draft Corridor Redevelopment Plan** – The Kimley-Horn team will produce a draft plan document highlighting the preferred strategies that address the corridor vision and achieve the goals and principles defined throughout. The plan document will summarize the vision statement and themes, community engagement process, redevelopment principles and strategies, corridor-wide recommendations, placetypes, station area frameworks, and opportunity/catalytic areas.

The document will clearly identify recommended actions and strategies with timeframes, responsible parties, and key considerations. The timeframes will consist of short-term, mid-term, and long-term actions. The plan will outline prioritized capital improvements, policy and zoning frameworks, funding strategies, development a phasing plan, and evaluation measures for continued monitoring and measurement. The Kimley-Horn team will include station area guidelines to provide illustrated diagrams to explain the application of the standards and photo/graphic examples of compatible development types to show how the standards are applied to real buildings. Kimley-Horn will provide the draft and Forward Pinellas and the PMT will provide one (1) consolidated set of comments.

**5.2 Final Corridor Redevelopment Plan** – The final plan document will be prepared following input from the PMT, PAG, public and stakeholder input. The Kimley-Horn team will finalize the implementation and public policy recommendations including priority project goals, objectives and principles, and finalize the funding strategies. The final plan will be reviewed with the PMT and build upon community engagement including input received from the corresponding local agencies.

As part of the final plan report, the Kimley-Horn team will include a list of funding sources to help bridge the gap between planning and implementation. The possible plan organization may include:

- Executive Summary
- Full Corridor Redevelopment Plan
  - Vision and Themes
  - Existing Conditions and Opportunities/Constraints
  - Community Engagement
  - Redevelopment Plan (including areas of change, ACES and shared mobility readiness, infrastructure strategies)
    - Corridor-wide recommendations
    - Placetypes and placemaking
    - Station area evaluation
  - Implementation and Phasing with Actions and Roles
    - Infrastructure priorities
    - High-level Transit operations plan
    - Regulatory Updates
    - Development Phasing and catalytic sites
    - Housing and equitable development strategies
    - Funding strategies
    - Metrics for Measurement
  - Appendices

**Deliverables:**

- Draft Corridor Redevelopment Plan
- Final Corridor Redevelopment Plan

**SCHEDULE**

The project schedule for this contract scope is anticipated to be eighteen (18) months upon receipt of written notice to proceed from Forward Pinellas staff. The following schedule is anticipated as agreed upon by the Kimley-Horn Project manager and the Project team. The anticipated completion of task deliverables are as follows:

- Task 1: Throughout the project
- Task 2: Months 2-5
- Task 3: Months 5-13
- Task 4: Months 9-14.
- Task 5: Months 11-18

**COMPENSATION**

For work under Tasks 1 through 5, Forward Pinellas will compensate Kimley-Horn percent (%) complete by task. The total amount is identified in Attachment A for services provided, including all expenses incurred.

**ADDITIONAL SERVICES**

Any services not specifically provided for in the above scope will be billed as additional services and performed at Kimley-Horn's agreed upon contract hourly rates. Additional services Kimley-Horn can provide include, but are not limited to, the following:

- Updates to the Countywide Plan or municipal comprehensive plan policies
- Updates to the land development code
- Additional updates to GIS information
- Additional meetings
- Design services
- Marketing materials, such as colored plots, renderings, or sales maps
- Traffic count collection
- Opinion of Probable Costs (OPCs)
- Lighting Assessment (light metering and dark locations)
- 3D Graphics and Renderings
- Any Project-related services not specifically described in this Scope of Work.

Attachment A:  
**DRAFT:** Investment Corridors Budget

Task Description	Chief Professional/Project Director	Project Manager	Senior Professional	Project Professional	Professional	Secretary/ Clerical	Total Hours	Total Fee
	\$265.00	\$215.00	\$190.00	\$140.00	\$115.00	\$80.00		
Task 1: Project Management and Public Engagement	59	287	44	302	353	54	1099	\$172,895
1.1: Project Management	22	79	16	80	33	18	248	\$42,290
1.2: Project Engagement	37	208	28	222	320	36	851	\$130,605
Optional Tasks	14	18	0	0	40	0	72	\$12,180
OPTIONAL: Additional Presentations	14	18			40		72	\$12,180
Task 2: Conduct Corridor-Wide Analysis	30	77	36	128	220	6	497	\$75,045
2.1: Existing Site and Area Conditions	28	71	36	110	172	4	421	\$65,025
2.2: Opportunities and Constraints Summary	2	6		18	48	2	76	\$10,020
Task 3: Prepare a Redevelopment Vision	19	88	79	256	238	0	680	\$102,175
3.1: Corridor Framework and Vision Map	2	10		40	40		92	\$12,880
3.2: Areas of Change and Barriers		18	9	48	60		135	\$19,200
3.3: Define Place Types or Context	4	18	40	48	48		158	\$24,770
3.4: Station Area Evaluation	13	42	30	120	90	0	295	\$45,325
Task 4: Implementation	39	114	121	160	132	20	586	\$97,015
4.1: Zoning and Regulatory Framework Summary	12	40	48	48	100	2	250	\$39,280
4.2: Funding Options Summary	18	32	40	48			138	\$25,970
4.3: Establish Joint Development Planning Strategies	5	9	9			9	32	\$5,690
4.4: Beta Tests	2	9	24	40		9	84	\$13,345
4.5 Traffic Operations Plan Support	2	24		24	32		82	\$12,730
Task 5: Prepare a Corridor Redevelopment Plan	24	36	34	92	120	8	314	\$47,880
5.1: Draft Corridor Redevelopment Plan	18	24	16	60	80	4	202	\$30,890
5.2: Final Corridor Redevelopment Plan	6	12	18	32	40	4	112	\$16,990
Total Hours by Classification (Without Optional):	171	602	314	938	1,063	88	3,176	495,010



**March 9, 2022**

**5E. Approval of Amendment to Board Operating Procedures**



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**SUMMARY**

One amendment is proposed to the board's operating procedures. The amendment includes changes to the language in Section 1.02 on officers regarding the months in which the board will form a nominating committee and elect its officers.

Each year, the Forward Pinellas Board has the option to form a nominating committee to recommend officers for the following year or to elect a slate of officers directly from the entire board membership without the aid of a nominating committee. The operating procedures are currently very specific as to which month the nominating committee will be formed and which month the officers will be selected. Over the last few years, the Forward Pinellas Board has not been holding regular meetings in December. Therefore, staff recommends that the procedures be amended to be less specific about the month in which the nominating committee will be formed and officers elected so long as it is accomplished prior to year end.

**ATTACHMENT(S):**

- Strike-through and underline of Section 1.02 of Board Operating Procedures
- Clean version of Section 1.02 of Board Operating Procedures

**ACTION:** Board to approve the proposed amendments to the board operating procedures.

## **Section 1.02- Officers**

Officers of the Board are elected by the Board and consist of a Chairperson, Vice Chairperson, Treasurer, and Secretary. The authority and duties of the officers shall be as follows:

**Chairperson:** The Chairperson shall preside at all meetings, workshops and public hearings of the Board and shall direct the preparation of the agendas for such meetings and hearings. The Chairperson shall also:

- Sign all contracts, resolutions and other official documents, including checks in the absence of the Treasurer and have the authority to call special meetings.
- Establish such ad hoc committees as the Chair may deem necessary and appoint their members and chairs.
- Serve as the MPO's representative to the West Central Florida Metropolitan Planning Organizations Chairs Coordinating Committee and the Florida Metropolitan Planning Organization Advisory Council. If the Chair is unable to serve as the representative to these organizations, an alternate Board member may be appointed.
- Perform such duties as are usually exercised by the Chair of a Board and perform such other duties as may from time to time be needed by the MPO or PPC.

**Vice Chairperson:** The Vice Chairperson shall, during the absence of the Chairperson or the Chairperson's inability to serve, have and exercise all of the duties and powers of the Chairperson and shall perform such other duties as may from time to time be assigned to the Chair by the Board. The Vice Chairperson shall have the further authority to call meetings of the Board, either regular or special, and direct the preparation of the agenda for said meetings until the Chairperson resumes the responsibilities of the Chair.

**Secretary:** The Secretary or designee shall assist the agency clerk as necessary in maintaining the official records of the Board and attest to all agreements and contracts of the Board. The Secretary or designee shall perform other duties as may be assigned by the Board.

**Treasurer:** The Treasurer or designee shall be the chief financial officer of the Board and shall exercise authority in all financial matters as such authority may be granted by the Board. The Treasurer shall also be responsible for ensuring the annual audits are performed.

**Selection:** Each year, at a regular meeting, the Board may establish a nominating committee to recommend officers for the following year. If utilizing a nominating

committee, at a regular meeting prior to yearend, the nominating committee shall recommend officers for approval by the Board. New officers shall take office in January of each year. When utilizing a nominating committee, the entire Board membership may still express their interest in serving as an officer, or may recommend other members for an officer position, before the nominating committee makes its official recommendations. In lieu of utilizing a nominating committee, the Board may opt to directly elect its officers from the entire Board membership.

**Tenure:** All officers shall hold office for 1 year or until a successor is elected. No person elected Chairperson shall serve more than 2 consecutive years in that capacity.

**Vacancy in Office:** A vacant office shall be filled by the Board at its first regular meeting following the vacancy. The officer so elected shall serve the remainder of their predecessor's term in office.

## **Section 1.02- Officers**

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**Chairperson:** The Chairperson shall preside at all meetings, workshops and public hearings of the Board and shall direct the preparation of the agendas for such meetings and hearings. The Chairperson shall also:

- Sign all contracts, resolutions and other official documents, including checks in the absence of the Treasurer and have the authority to call special meetings.
- Establish such ad hoc committees as the Chair may deem necessary and appoint their members and chairs.
- Serve as the MPO's representative to the West Central Florida Metropolitan Planning Organizations Chairs Coordinating Committee and the Florida Metropolitan Planning Organization Advisory Council. If the Chair is unable to serve as the representative to these organizations, an alternate Board member may be appointed.
- Perform such duties as are usually exercised by the Chair of a Board and perform such other duties as may from time to time be needed by the MPO or PPC.

**Vice Chairperson:** The Vice Chairperson shall, during the absence of the Chairperson or the Chairperson's inability to serve, have and exercise all of the duties and powers of the Chairperson and shall perform such other duties as may from time to time be assigned to the Chair by the Board. The Vice Chairperson shall have the further authority to call meetings of the Board, either regular or special, and direct the preparation of the agenda for said meetings until the Chairperson resumes the responsibilities of the Chair.

**Secretary:** The Secretary or designee shall assist the agency clerk as necessary in maintaining the official records of the Board and attest to all agreements and contracts of the Board. The Secretary or designee shall perform other duties as may be assigned by the Board.

**Treasurer:** The Treasurer or designee shall be the chief financial officer of the Board and shall exercise authority in all financial matters as such authority may be granted by the Board. The Treasurer shall also be responsible for ensuring the annual audits are performed.

**Selection:** Each year, at a regular meeting, the Board may establish a nominating committee to recommend officers for the following year. If utilizing a nominating

committee, at a regular meeting prior to yearend, the nominating committee shall recommend officers for approval by the Board. New officers shall take office in January of each year. When utilizing a nominating committee, the entire Board membership may still express their interest in serving as an officer, or may recommend other members for an officer position, before the nominating committee makes its official recommendations. In lieu of utilizing a nominating committee, the Board may opt to directly elect its officers from the entire Board membership.

**Tenure:** All officers shall hold office for 1 year or until a successor is elected. No person elected Chairperson shall serve more than 2 consecutive years in that capacity.

**Vacancy in Office:** A vacant office shall be filled by the Board at its first regular meeting following the vacancy. The officer so elected shall serve the remainder of their predecessor's term in office.

**March 9, 2022**

**5F. Urban Design Services Pilot Program – Updated Interlocal Agreement**



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**SUMMARY**

Forward Pinellas and Pinellas County's Department of Housing & Community Development have partnered to develop an Urban Design Services Pilot Program for 2022-2023. This program was first presented to the Forward Pinellas Board at its January meeting. However, the interlocal agreement for this project stipulated an execution deadline of February 28, 2022. This deadline was not met due to administrative delays. As such, Forward Pinellas and the Department of Housing & Community Development staff have agreed to remove any reference to execution deadlines from the interlocal agreement, and request to approve this new agreement instead. All other sections of the agreement remain the same.

The program will be free to local governments and aims to serve the purpose of improving the quality of new development through various urban design tools and techniques to engage with city staff, developers, appointed and elected officials, and community members in decisions about the built environment.

Both Forward Pinellas and the Department of Housing & Community Development have each designated a staff member as a point of contact for the program. Furthermore, Forward Pinellas has selected S&ME to serve as the consultant for the pilot program. Per the interlocal agreement, Forward Pinellas and Pinellas County will jointly fund this pilot program and will review and approve potential projects for this pilot program collaboratively.

The pilot program consists of three components:

1. Work with developers to provide urban design guidance to meet the intent of adopted regulations
2. Work with community/neighborhood groups and developers to host charettes/studios to visualize change and develop a common understanding for potential projects
3. Evaluate and/or advise on proposed form-based code regulations.

At the end of the agreement period, Forward Pinellas and the Housing & Community Development Department will jointly evaluate the pilot program and determine future steps.

**ATTACHMENT(S):**

- Urban Design Services Pilot Program Scope of Services and Fee Estimate
- Updated Interlocal Agreement

**ACTION:** Forward Pinellas, in its role as the Pinellas Planning Council, to approve the updated interlocal agreement and scope of services and fee estimate for the Urban Design Services Pilot Program.



December 3, 2021

Attention: Mr. Rodney S. Chatman, AICP  
Forward Pinellas  
310 Court Street  
Clearwater, FL 33756

**RE: Proposal – Urban Design Services Pilot Program**

Mr. Chatman:

S&ME, Inc. (S&ME) is pleased to have the opportunity to submit this proposal to Forward Pinellas for the Urban Design Services Pilot Program. This proposal describes our understanding of the project, discusses the intended scope of services, outlines the project schedule and presents the associated compensation for our services. Our Agreement for Services (Form AS-071) is attached to this proposal and is incorporated as part of the proposal.

❖ **PROJECT INFORMATION**

Urban Design Services have been used by numerous communities throughout the nation to achieve objectives such as improving the architectural quality of new development, enhancing the pedestrian environment, preserving historic district character, ensuring compatibility between new and existing structures, involving community members in decisions about new development, and, in general, building more livable and economically viable communities.

Forward Pinellas and Pinellas County's Department of Housing & Community Development Department have budgeted funds in Fiscal Year 2022 to develop an Urban Design Services Pilot Program. This pilot program is envisioned to work on projects for Pinellas County government as well as other local governments within the County who wish to access these services.

❖ **SCOPE OF SERVICES**

This pilot program has three components. The first component is to work with developers to provide urban design guidance on site plans to meet the intent of newly adopted form-based codes, comprehensive plan policies, and other regulations. The second component is to work with community/neighborhood groups and developers and host a charrette or studio as a mechanism to visualize change and develop common ground for potential redevelopment projects. The third component is to evaluate and/or advise on proposed form-based regulations within Pinellas County.

These services will be procured by Forward Pinellas on a Task Work Order Basis. Upon each request from Forward Pinellas, S&ME will develop a scope, schedule and estimated budget for review and approval.

❖ **FEE**

The services for each task work order will be billed on a time and materials basis consistent with the hourly rates attached herein. The estimated budget should not be exceeded without prior authorization from Forward Pinellas.

**❖ AUTHORIZATION**

An Agreement for Services (AS-071) is attached and incorporated as a part of this proposal. Please sign the agreement and return to our office as your authorization of the proposed scope of services and the associated fee. Upon receipt of the signed agreement, we will execute the agreement, return a copy to you, and proceed with the performance of our services. Any changes or modifications to AS-071 or the proposal are required to be acknowledged by both parties initialing acceptance of this proposal and agreement for services next to the change or modification.

If you elect to accept our proposal by issuing a purchase order, then please specifically reference this proposal number and date. Your purchase order will be an acceptance of our Agreement for Services and an authorization to proceed with the performance of our services. The terms and conditions included in any purchase order shall not apply, and are hereby specifically rejected, as our agreement is for services which are not compatible with purchase order agreements.

If you choose to accept this proposal by e-mail, your reply e-mail acceptance will serve as your representation to S&ME that you have reviewed the proposal and the associated Agreement for Services (AS-071) and hereby accept both as written.

**❖ CLOSURE**

S&ME appreciates the opportunity to be of service to you. If you have any questions regarding the outlined scope of services, or if we may be of further assistance, please do not hesitate to contact us.

Sincerely,

**S&ME, Inc.**



George M. Kramer  
Area Manager, Placemaking

Attachment – Form AS-071



Exhibit A: Schedule of Hourly Rates

<b>Name of Employee</b>	<b>Classification</b>	<b>Hourly Rate</b>
George M. Kramer, AICP	Chief Professional/Project Director	\$275
Patricia A. Tyjeski, AICP	Project Manager	\$215
Carrie E. Read, PLA Jon L. Templin, PLA	Senior Professional	\$210
Grace Zhang, AICP	Project Professional	\$140
Carter Gresham, PLA	Project Professional	\$125
Em Schaefer	Project Professional	\$130
Claudia Sicilia	Project Professional	\$115
Katie A. Martin	Project Professional	\$100



## A G R E E M E N T F O R S E R V I C E S

Form AS-071

Date:	Job Number:
S&ME, Inc. (hereafter Consultant)	Client Name: (hereafter Client)
Address:  City:  State:                                  Zip:	Address:  City:  State:                                  Zip:
Telephone:  Fax:	Telephone:  Fax:
PROJECT	
Project Name:  Project location: (Street Address)  City:                                  State:                                  Zip:	
SERVICES TO BE RENDERED	
Proposal Number:                                  dated:                                  is incorporated into this Agreement For Services and this Agreement For Services is incorporated into this Proposal.	

Client desires to contract with Consultant for the Services to be Rendered ("Services") on Client's Project, as contained in Consultant's Proposal. The Proposal and Client's Project are referenced immediately above.

THEREFORE, in consideration of the Mutual Covenants and Promises included herein, Client and Consultant agree as follows:

- 1. ACCEPTANCE:** Client hereby accepts this offer by Consultant to provide the Services as contained in Consultant's Proposal and agrees that such Services and any additional Services performed by Consultant shall be governed by this Agreement. If Client directs that Services commence prior to execution of this Agreement, Client agrees that commencement of Services by Consultant is acceptance of the terms of this Agreement. **CLIENT MAY ACCEPT THIS AGREEMENT FOR SERVICES THROUGH THE USE OF CLIENT'S PURCHASE ORDER, HOWEVER ALL PREPRINTED TERMS AND CONDITIONS ON CLIENT'S PURCHASE ORDER ARE INAPPLICABLE, ARE EXPRESSLY REJECTED, AND THE TERMS OF THIS AGREEMENT SHALL GOVERN.** Unless this offer is previously accepted, it will be withdrawn automatically at 5:00 pm EST, thirty (30) days from the date of issue.
- 2. CONTRACT DOCUMENTS:** "Contract Documents" shall mean this Agreement for Services the Proposal identified under "SERVICES TO BE RENDERED," and all mutually executed Change Orders. This Agreement for Services along with the Contract Documents represent the entire understanding and agreement between the parties relating to the Services and supersedes any and all prior negotiations, discussions, and agreements, whether written or oral, between the parties regarding same. Any terms and conditions which Client is obligated to perform or satisfy, whether by law or contract, or proposed in any acknowledgments or acceptance by Client which are in addition to, or different from, this Agreement for Services along with the Contract Documents are hereby expressly rejected and shall not become part of the agreement between the

parties without Consultant's specific written consent. Any acceptance by Client is limited to acceptance of the express terms set forth in this Agreement for Services.

3. **SCOPE OF SERVICES:** Unless otherwise stated in writing, Client assumes sole responsibility for determining whether the quantity and the nature of the services included in Consultant's proposal received by Client are adequate and sufficient for Client's intended purpose. Client shall communicate the provisions of this Agreement for Services to each and every third party to whom Client transmits any part of Consultant's work. Consultant shall have no duty or obligation to any third party except as specifically set forth in Consultant's proposal.

Consultant has provided Client with the Proposal identified under "Services to be Rendered." By signing below, Client agrees that Client or the Client's representative has examined Consultant's proposal, which includes a scope of work to be performed by Consultant, an opinion on the cost to perform Consultant's scope of work, and an opinion on the amount of time required to perform Consultant's scope of work along with any other documents, opinions, or advice prepared or provided by Consultant and Client agrees that Client is fully satisfied with Consultant's Proposal and Client obtained the advice of any other consultant(s) as the Client deems necessary to protect the Client's interests. Client also agrees by signing below it is responsible for requesting additional services not included in Consultant's proposal and if necessary, Client agrees it is responsible (even if delegated to a third party) for notifying and scheduling Consultant so Consultant can perform the Services. Consultant shall not be responsible for damages caused by services not performed due to any failure to request or schedule Consultant's Services. If project conditions change materially from those described to Consultant at the time of proposal, Consultant is entitled to a change order equitably adjusting its Services and fee.

Consultant shall not supervise, direct or have control over the Client's work nor have any responsibility for the construction means, methods, techniques, sequences or procedures selected by the Client's contractor and/or agents. These rights and responsibilities are solely those of the contractor or agent in accordance with its' agreement with Client. Only Client has the right to reject or stop work of its contractor or agents. Consultant's presence on site does not in any way guarantee the completion, quality or performance of the work by any other party retained by Client. Consultant does not guarantee the performance of any contractor or agent of Client and shall not be responsible for the such party's failure to perform its' work in accordance with any applicable documents, including but not limited to, the plans and specifications or any applicable laws, codes, rules or regulations.

4. **CHANGE ORDERS:** Client may request changes to the scope of Services by altering or adding to the Services to be performed. If Client so requests, Consultant will provide a change order proposal including Client's requested changes to the scope of Services for Client's review and approval. Following Client's approval, Client shall provide written acceptance and such Change Order Proposal shall become part of the Contract Documents and shall supersede any prior conflicting terms. If Client does not follow these procedures, but instead directs Consultant to perform changed or additional work without an executed change order, (1) the Services are changed according to Consultant's understanding of Client's direction; and (2) and Consultant will be paid for this work according to the current fee schedule plus fifteen percent (15%).
5. **PAYMENT:** Client will pay Consultant for Services and expenses in accordance with the Contract Documents. If prices for Services are not specified in the Contract Documents, Consultant's current fee schedule in effect for the type of services performed shall control. Unless otherwise agreed prior to the start of the Services, Consultant will submit invoices to Client monthly and a final invoice upon completion of Services. Payment is due upon receipt of the invoice unless otherwise agreed to in writing prior to the submittal of the invoice. Invoices are past due 30 calendar days after the date of the invoice. Past due amounts are subject to a late fee of one and one-half percent per month (18 percent per annum) or the highest amount allowed by applicable law on the outstanding balance, whichever is less. Attorney's fees and other costs incurred in collecting past due amounts shall be paid by Client. The Client's obligation to pay under this Agreement is in no way dependent upon the Client's ability to obtain financing, payment from third parties, approval of governmental or regulatory agencies, or Client's successful completion of the Project. In addition,

CONSULTANT reserves the right to suspend the performance of all services in any case where invoices remain unpaid more than sixty (60) days from the invoice date.

To verify the CLIENT's requirements for appropriate invoicing, the following information is requested.

CLIENT Accounts Payable contact name:

CLIENT Accounts Payable contact phone number:

CLIENT Accounts Payable email address:

Upon execution of this document, CONSULTANT will reach out to the contact provided to gather CLIENT's required information such as purchase order number, client project number, email address or website for invoice submission, monthly deadline for invoice submission, CLIENT legal entity name for invoicing, CLIENT address for invoicing, etc.

6. **STANDARD OF CARE:** Consultant and its agents, employees and subcontractors shall endeavor to perform the Services for Client with that degree of care and skill ordinarily exercised, under similar circumstances, by consultants practicing in the same discipline at the same time and location. In the event any portion of the Services fails to substantially comply with this standard of care obligation and Consultant is promptly notified in writing prior to one year after completion of such portion of the Services, Consultant will re-perform such portion of the Services, or if re-performance is impractical, Consultant will refund the amount of compensation paid to Consultant for such portion of the Services. **CONSULTANT MAKES NO WARRANTIES OR GUARANTEES, EXPRESS OR IMPLIED, RELATING TO CONSULTANT'S SERVICES AND CONSULTANT DISCLAIMS ANY IMPLIED WARRANTIES OR WARRANTIES IMPOSED BY LAW, INCLUDING WARRANTIES OF MERCHANTABILITY AND FITNESS FOR A PARTICULAR PURPOSE.**
7. **LIMITATION OF LIABILITY:** Client and Consultant have evaluated the risks and rewards associated with this project, including Consultant's fee relative to the risks assumed, and agree to allocate certain of the associated risks. To the fullest extent permitted by law, Consultant's aggregate liability to Client, including that of Consultant's officers, directors, employees and agents, is limited to \$100,000, hereinafter referred to as LIMITATION OF LIABILITY. This LIMITATION OF LIABILITY applies to all lawsuits, claims or actions, whether identified as arising in tort, INCLUDING NEGLIGENCE (WHETHER SOLE OR CONCURRENT), PROFESSIONAL ERROR OR OMISSIONS, BREACH OF WARRANTY (EXPRESS OR IMPLIED), NEGLIGENT MISREPRESENTATION, AND STRICT LIABILITY, contract, or other legal theory, including without limitation, Consultant's indemnity obligations to Client related to the Services provided in this Agreement and any continuation or extension of Consultant's Services.  
  
By entering into this Agreement, Client acknowledges that this LIMITATION OF LIABILITY provision has been reviewed, understood and is a material part of this Agreement, and that Client has had an opportunity to seek legal advice regarding this provision.
8. **NO CONSEQUENTIAL DAMAGES:** In no event shall Consultant or Client be liable to the other for any special, indirect, incidental or consequential loss or damages, including, but not limited to, lost profits, damages for delay, or loss of use arising from or related to Services provided by Consultant.
9. **INSTRUMENTS OF SERVICE:** In connection with the performance of the Services, Consultant may deliver to Client reports, drawings, specifications, computer files, field data, notes, and other documents and instruments prepared by the Consultant reflecting Services provided and the results of such Services ("Instruments of Service"). Statements made in Consultant's Instruments of Service are opinions based upon engineering judgment and are not to be construed as representations of fact. All Instruments of Service, other written documents, all original data gathered by Consultant and work papers produced by Consultant in the performance of or intrinsic to the Services included in the Services are, and shall remain, the sole and exclusive property of Consultant. Files shall be maintained in general accordance with Consultant's document retention policies and practices.

10. **SAFETY:** Consultant is solely responsible for the safety and health of Consultant's employees. Consultant shall take necessary precautions for the safety of its employees. Consultant has no authority and no responsibility for general job safety and for the safety of persons who are not employed by Consultant. Should Client, or third parties, be conducting activities on the Site, then each shall have responsibility for their own safety and compliance with applicable safety requirements.
11. **SAMPLES:** Samples are consumed in testing or disposed of upon completion of tests (unless stated otherwise in the Services).
12. **HAZARDOUS MATERIALS:** Nothing contained within this agreement shall be construed or interpreted as requiring Consultant to assume the status of an owner, operator, generator, storer, transporter, treater or disposal facility as those terms appear within RCRA or within any Federal or State statute or regulation governing the generation, transportation, treatment, storage and disposal of pollutants. Client retains full responsibility for compliance with the provisions of RCRA and any other Federal or State statute or regulation governing the handling, treatment, storage and disposal of pollutants.
13. **CLIENT OBLIGATIONS:**
- (a) Client warrants that all information provided to Consultant regarding the Project and Project location are complete and accurate to the best of Client's knowledge.
  - (b) Client agrees to furnish (or obtain from the Owner should the Client not be the Owner) Consultant, its agents, employees, and subcontractors a right-of-entry and any authorizations needed for Consultant to enter onto the project site to perform the Services included in this Agreement.
  - (c) Client recognizes that the performance of the Services included in this Agreement may cause alteration or damage to the Site. Client acknowledges that some site disturbance is inherent in the work for which Consultant will not be responsible. Should Client not be owner of the property, then Client agrees to notify the owner of the aforementioned possibility of unavoidable alteration and damage and Client shall arrange for the repair of any alteration and damage.
  - (d) Client agrees to disclose the identity of all utilities serving the Project Site, the presence and accurate location of hidden or obscured man-made objects known to Client that may be in Consultant's work area and the nature and location of any known or suspected hazardous materials that may exist on the property.
  - (e) The Client shall furnish, at the Client's expense, all information, requirements, reports, data, surveys and instructions required by this Agreement. The Consultant may use such information, requirements, reports, data, surveys and instructions in performing its services and is entitled to rely upon the accuracy and completeness thereof.
  - (f) In order to make informed decisions based on the Instruments of Service, Client's review and study of the Instruments of Service is vital to take full advantage of the consulting process. Client shall review in detail all Instruments of Service, including attachments and references therein, and in the event of questions or concerns, shall contact the project manager. Consultant provides information in the Instruments of Service which assists the Client and/or user in understanding and using the deliverable. The information includes direction on the extent to which the information can be relied on and applied to Client's decision-making process.
  - (g) Provide prompt written notice to CONSULTANT if CLIENT becomes aware of any fault or problem in the PROJECT, including any errors or omissions in CONSULTANT'S work.
  - (h) Client is responsible for reporting any releases of hazardous substances to appropriate government agencies as required by law. Client acknowledges that Consultant also may have reporting obligations under controlling law and regulations. Client waives any claim against Consultant and will indemnify and hold Consultant harmless from any claim, injury or loss arising from the discovery of unforeseen hazardous substances.

14. **CERTIFICATIONS:** Client understands and agrees that Consultant's Instruments of Services are limited to an expression of professional opinion based upon the Services performed by the Consultant and does not constitute a warranty or guarantee, either express or implied. In addition, Client agrees that Consultant will not be required to execute any document that would result in certifying, guaranteeing or warranting the existence of conditions whose existence the Consultant cannot reasonably ascertain.
15. **FAILURE TO FOLLOW RECOMMENDATIONS:** The Client agrees that it would be unfair to hold the Consultant liable for problems that may occur if the Consultant's recommendations are not followed. Accordingly, the Client waives any claim against the Consultant, and agrees to indemnify, and hold harmless the Consultant from any claim or liability for injury or loss that results from failure to implement the Consultant's recommendations or from implementation of the Consultant's recommendations in a manner that is not in strict accordance with them.
16. **TERMINATION:**  
For Convenience - Upon written notice, Client or Consultant may terminate the performance of any further Services included in this Agreement if the terminating party determines termination is in the terminating party's interest. Upon receipt of a termination notice by either party, Consultant shall stop work on all Services included in this Agreement and deliver any Instruments of Service complete at that time to Client and Client shall pay Consultant within thirty (30) days for all Services performed up to the dispatch or receipt of the termination notice. Upon Termination for Convenience, Consultant and Client shall have no further rights or remedies other than those included in this paragraph.
- For Cause –In the event of material breach of this Agreement, the party not breaching the Agreement may terminate it upon five (5) business days written notice delivered or mailed to the other party, which notice must identify the material breach. The Agreement may not be terminated for cause if the breaching party cures the breach within five (5) business days of receipt of the written notice. Upon Termination for Cause, Consultant shall stop work on all Services included in this Agreement and deliver any instruments of service complete at that time to Client and Client shall pay Consultant within thirty (30) days for all Services performed up to the termination. Upon Termination for Cause, Consultant and Client shall have no further rights or remedies other than those included in this paragraph.
17. **UNFORESEEN CONDITIONS OR OCCURRENCES:** If, during the performance of Services ,any unforeseen hazardous substance, material, element or constituent or other unforeseen or changed conditions or occurrences are encountered which, in Consultant's judgment, significantly affects or may affect the Services, the risk involved in providing the Services, or the recommended Scope of Services, Consultant will promptly notify Client. Subsequent to that notification, Consultant may: (a) If practicable, in Consultant's judgment and with approval of Client, complete the original Scope of Services in accordance with the procedures originally intended in the Proposal; (b) Agree with Client to modify the Scope of Services and the estimate of charges to include the previously unforeseen conditions or occurrences, such revision to be in writing and signed by the parties and incorporated into this Agreement; or (c) Terminate the Services effective on the date of notification pursuant to the terms of TERMINATION FOR CONVENIENCE.
18. **FORCE MAJEURE:** Consultant shall not be deemed to be in default of this Agreement to the extent that any delay or failure in the performance of the Scope of Work results from any causes beyond its reasonable control. For this purpose, such acts or events shall include, but are not limited to, storms, floods, unusually severe weather, epidemics, civil disturbances, war, riot, strikes, lockouts or other industrial disturbances, and the inability within reasonable diligence to supply personnel, equipment, information or material to the Project. In the event that such acts or events occur, it is agreed that Consultant shall attempt to resume performance of the Services covered by this Agreement as soon as reasonably possible. If the force majeure event adversely affects the scope or schedule, Client agrees to modify the Scope of Services and the estimate of charges, such revision to be in writing and signed by the parties and incorporated into this Agreement.
19. **INSURANCE:** Consultant shall maintain at its own expense, during the term of this Agreement, the following insurance: (1) Workers' Compensation providing statutory coverages required by the state where services are provided, (2) Employer's Liability with limits of \$1,000,000 each accident, (3) Commercial General Liability with

limits of \$1,000,000 each occurrence / \$2,000,000 aggregate, (4) Commercial Automobile with limits of \$1,000,000 each accident, (5) Umbrella Excess Liability with limits of \$5,000,000 each occurrence and (6) Professional Liability with limits of \$5,000,000 each claim.

20. **INDEMNITY:** Consultant shall indemnify Client from and against damages, losses and judgments arising from claims by third parties, including reasonable attorneys' fees and expenses recoverable under applicable law, but only to the extent caused by the negligent acts, errors, or omissions of Consultant in the performance of services under this Agreement.
21. **DISPUTE RESOLUTION:** In the event of a dispute between Consultant and Client with regard to any matter arising out of or related to this Agreement, the Parties will use their best efforts to resolve the dispute amicably using negotiation and mediation within fifteen (15) calendar days. If the dispute cannot be settled amicably, the Parties agree that the dispute shall be resolved by litigation in a court of competent jurisdiction within the State where project is located
22. **ASSIGNMENT:** Neither party may assign this Agreement, in whole or in part, without the prior written consent of the other party.
23. **NO WAIVER:** No waiver by either party of any default by the other party in the performance of any provision of this Agreement shall operate as or be construed as a waiver of any future default, whether like or different in character.
24. **MISCELLANEOUS:** The validity, interpretation, and performance of this Agreement shall be governed by and construed in accordance with the laws of the state where project is located without regard to choice of law provisions. This Agreement represents the entire understanding and agreement between the parties hereto relating to the Services and supersedes any and all prior negotiations, discussions, and Agreements, whether written or oral, between the parties regarding same. No amendment or modification to this Agreement or any waiver of any provisions hereof shall be effective unless in writing, signed by both Parties. If any part of this Agreement is found to be unenforceable, then the parties' intent is to have such part rewritten to attain as close as possible the original intent of the unenforceable provision, and all remaining provisions shall continue in full force and effect.
25. **TIME BAR:** Notwithstanding any applicable state statute of repose or statute of limitation, the Parties agree that all legal actions by either party against the other concerning this Agreement or the work performed in relation to this Agreement, will become barred two (2) years from the time the party knew or should have known of the claim, or two (2) years after completion of Consultant's Services, whichever occurs earlier.
26. **NO DISCRIMINATION:** To the extent applicable, this contractor and subcontractor shall abide by the requirements of 41 CFR §§ 60-1.4(a), 60-300.5(a) and 60-741.5(a) and the posting requirement under 29 CFR Part 471, appendix A to subpart A. These regulations prohibit discrimination against qualified individuals based on their status as protected veterans or individuals with disabilities, and prohibit discrimination against all individuals based on their race, color, religion, sex, sexual orientation, gender identity or national origin. Moreover, these regulations require that covered prime contractors and subcontractors take affirmative action to employ and advance in employment individuals without regard to race, color, religion, sex, sexual orientation, gender identity, national origin, protected veteran status or disability.
27. **NO THIRD PARTY LIABILITY:** Nothing in this Agreement or as a consequence of any of the Services provided gives any rights or benefits to anyone other than Client and Consultant. All duties and responsibilities undertaken pursuant to this Agreement are for the sole and exclusive benefit of Client and Consultant and not for the benefit of any other party. No third party shall have the right to rely on the Instruments of Service without Consultant's prior written consent and the third party's agreement to be bound to the same terms and conditions as the Client.

28. **INDIVIDUAL LIABILITY:** CLIENT AGREES THAT CONSULTANT'S SERVICES WILL NOT SUBJECT CONSULTANT'S INDIVIDUAL EMPLOYEES, OFFICERS OR DIRECTORS TO ANY PERSONAL LIABILITY, AND THAT NOTWITHSTANDING ANY OTHER PROVISION OF THIS AGREEMENT, CLIENT AGREES THAT ITS SOLE AND EXCLUSIVE REMEDY SHALL BE TO DIRECT OR ASSERT ANY CLAIM, DEMAND, OR SUIT ONLY AGAINST CONSULTANT.

CONSULTANT HEREBY ADVISES CLIENT THAT ITS PERFORMANCE OF THIS AGREEMENT IS EXPRESSLY CONDITIONED ON CLIENT'S ASSENT TO THE TERMS AND CONDITIONS DETAILED HEREIN.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed by their duly authorized representative.

CLIENT: \_\_\_\_\_

S&ME, Inc.

BY: \_\_\_\_\_  
(Signature)

BY: \_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Print Name / Title)

\_\_\_\_\_  
(Print Name / Title)

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

PROPOSAL NUMBER: \_\_\_\_\_

Client's FAXED or DIGITAL signature to be treated as original signature



## UPDATED INTERLOCAL AGREEMENT

**THIS INTERLOCAL AGREEMENT (“Agreement”)** is made and entered into on this \_\_\_\_ day of \_\_\_\_\_, 2022 by and between **FORWARD PINELLAS**, in its role as the Pinellas Planning Council and Pinellas County Metropolitan Planning Organization (“FORWARD PINELLAS”), and **PINELLAS COUNTY**.

**WHEREAS**, Section 163.01 of the Florida Statutes, known as the “Florida Interlocal Cooperation Act of 1969,” authorizes local government units to make the most efficient use of their powers by enabling them to cooperate with other localities and agencies on a basis of mutual advantage and to provide services and facilities in a manner and pursuant to forms of governmental organization that will accord best with geographic, economic, population and other factors influencing the needs and development of local communities; and

**WHEREAS**, Part I of Chapter 163 of the Florida Statutes permits public agencies as defined therein to enter into interlocal agreements with each other to exercise jointly any power, privilege, or authority which such agencies share in common and which each might exercise separately; and

**WHEREAS**, pursuant to Section 2 Chapter 2012-245, Laws of Florida, one of the purposes of FORWARD PINELLAS is to provide intergovernmental coordination, and pursuant to Section 6 of said Chapter, FORWARD PINELLAS may enter into contracts with local governments and governmental agencies in Pinellas County to achieve this purpose; and

**WHEREAS**, FORWARD PINELLAS conducts countywide land use and transportation planning and coordination across jurisdictions in Pinellas County; and

**WHEREAS**, PINELLAS COUNTY provides development review services for the unincorporated areas of the county and has adopted form-based regulations for new development in Downtown Palm Harbor; and

**WHEREAS**, PINELLAS COUNTY desires to utilize urban design services through a qualified consultant to ensure that new development that is regulated under the form-based code protects and enhances the distinct character of districts and neighborhoods within unincorporated Pinellas County; and

**WHEREAS**, FORWARD PINELLAS and PINELLAS COUNTY supports the use of urban design strategies and tools to engage the community in a dialogue regarding the legality, need, and potential solutions to improve development proposals; and

**WHEREAS**, FORWARD PINELLAS and PINELLAS COUNTY support the idea of a collaborative effort to test the use of urban design tools as a strategy to ensure that new development reflects the character and scale of the surrounding area; and

**WHEREAS**, FORWARD PINELLAS and PINELLAS COUNTY believe there is great value in assisting the development community in meeting newly adopted form-based code standards in order to achieve public and private objectives; and

**WHEREAS**, the PINELLAS COUNTY desires to retain FORWARD PINELLAS to manage and coordinate an urban design services pilot program that will be made available to multiple jurisdictions, as described herein; and

**WHEREAS,** FORWARD PINELLAS and PINELLAS COUNTY will contribute to this project through a combination of funds and in-kind support; and

**WHEREAS,** FORWARD PINELLAS has the experience and resources through its consultants and staff to assist with this work in a cost-effective manner; and

**WHEREAS,** FORWARD PINELLAS represents that they are qualified, willing, and able to provide the described services according to the terms of this Agreement.

**NOW, THEREFORE,** the parties agree as follows:

1. **PURPOSE.** The purpose of this Agreement is for FORWARD PINELLAS, through its staff and/or consultants, to provide to PINELLAS COUNTY and other municipalities the services described in the “Scope of Services” attached hereto and incorporated herein as Exhibit A (hereinafter referred to as the “Project”).
2. **SCOPE OF THE AGREEMENT.** The Project shall be performed by FORWARD PINELLAS in a professional manner and in compliance with all applicable federal, state, and local laws and regulations. FORWARD PINELLAS, with input from PINELLAS COUNTY, reserves the right to make minor revisions to the Scope of Services, including but not limited to providing additional refinements to planning activity specifications, procedure, and refinements relative to line-item costs of actual work product. Such revisions may be made by FORWARD PINELLAS’ Executive Director. Major changes to the Scope of Services, including the addition of new tasks, shall be made by FORWARD PINELLAS’s Executive Director with the concurrence of a representative from PINELLAS COUNTY.

FORWARD PINELLAS and PINELLAS COUNTY are responsible for ensuring that the quality of work meets the requirements in the Scope of Services and that the end products are satisfactory.

3. **TASK ORDERS.** PINELLAS COUNTY will develop and have final approval authority of any task orders for work in the unincorporated area. PINELLAS COUNTY shall also serve on the project management team for task orders in other areas of the county, including municipal jurisdictions, where county-owned infrastructure (i.e., roadways, utilities, stormwater management systems, etc.) may be impacted. In all other instances, FORWARD PINELLAS will develop and have final approval authority of task orders, in consultation with PINELLAS COUNTY and the affected municipal partner.
4. **PROJECT COST.** The estimated Project Cost is \$100,000. Contribution from PINELLAS COUNTY is \$25,000, payable as further outlined herein. FORWARD PINELLAS will contribute \$75,000 to fund the remaining portion to fulfill the Scope of Services.
5. **PAYMENT TO FORWARD PINELLAS.** PINELLAS COUNTY shall pay a total “Fee” for the Scope of Services of \$25,000, which shall be payable in one lump sum. FORWARD PINELLAS shall submit an invoice to PINELLAS COUNTY and PINELLAS COUNTY shall pay the invoice in accordance with the Local Government Prompt Payment Act. Should FORWARD PINELLAS and PINELLAS COUNTY conclude that the Project is complete and funds are remaining and unspent, those funds will be distributed equally to each entity.
6. **TERM.** The term of this Agreement shall begin on the Effective Date and shall remain in effect until September 30, 2023.

7. **MODIFICATION.** This Agreement, together with any attachments and schedules, may only be amended by a written instrument duly executed by all parties.
8. **TERMINATION.** Any party may terminate this Agreement with or without cause.
  - a. **Termination without cause.** Any party may terminate its participation in this Agreement without cause at any time upon thirty (30) days written notice to the other party. In such an event, FORWARD PINELLAS shall return any funds in its possession that are allocated toward work for the Project that have not and will not be performed due to such termination to PINELLAS COUNTY within 120 days of the date the Agreement is terminated.
  - b. **Termination with Cause by PINELLAS COUNTY.** If PINELLAS COUNTY terminates the Agreement with cause, FORWARD PINELLAS shall return any funds in its possession that are allocated toward work for the Project that have not and will not be performed due to such termination to PINELLAS COUNTY within 120 days of the date the Agreement is terminated.
  - c. **Termination with Cause by FORWARD PINELLAS.** If FORWARD PINELLAS terminates the Agreement with cause, FORWARD PINELLAS shall return any funds in its possession that are allocated toward work for the Project that have not and will not be performed due to such termination to PINELLAS COUNTY within 120 days of the date the Agreement is terminated.
9. **DEFAULT/DISPUTE RESOLUTION.** All services to be performed by FORWARD PINELLAS or its consultants are to be done to the satisfaction of FORWARD PINELLAS' Executive Director based on the requirements of Exhibit A. The Executive Director shall decide all questions and disputes, of any nature whatsoever, between or regarding its consultants that may arise in the execution and fulfillment of the Scope of Services. If a dispute shall arise between the parties hereto as a result of non-payment, improper payment, conformity to the terms of the Agreement, or other such default, a non-defaulting party must notify the defaulting party in writing within ten (10) days of said default. The party in default shall have ten (10) days to cure said default. Additional time shall be given to cure if the default is unable to be cured within 10 days with diligent effort. If the default is not cured within the applicable time period, the non-defaulting party responsible for notifying the defaulting party shall have a right to terminate this Agreement for cause.
10. **LIABILITY.** Nothing in this Agreement shall be construed to affect any party's entitlement to sovereign immunity or limitation of liability as provided by §768.28, Florida Statutes, nor shall this Agreement be construed to create any indemnification by one party of another. Each party shall be responsible and liable for its actions, including the actions of its employees and agents.
11. **REMEDIES.** Each party shall be entitled to seek any and all remedies available in law and equity due to a breach or default of this Agreement. Default by PINELLAS COUNTY hereunder may also, at FORWARD PINELLAS' discretion, result in a loss of support for future planning activities, including but not limited to: grants, technical assistance, and courtesy reviews.
12. **SEVERABILITY.** Should any portion of this Agreement be deemed unlawful by a court of competent jurisdiction, all remaining provisions of this Agreement shall remain and continue in full force and effect.

13. **NON-APPROPRIATION.** In the event sufficient budgeted funds are not available for a new fiscal period of PINELLAS COUNTY, PINELLAS COUNTY shall notify FORWARD PINELLAS of such occurrence and the Agreement shall terminate as to the affected agency on the last day of the current fiscal year without penalty or expense of PINELLAS COUNTY. If this provision is invoked, the remaining parties hereto shall decide how to proceed, decreasing the scope of services, or otherwise.
14. **FILING OF AGREEMENT.** This Agreement shall be filed with the Clerk as provided in Section 163.01(11) Florida Statutes. The EFFECTIVE DATE of this Agreement shall be the date of filing. FORWARD PINELLAS shall be responsible for said filing and shall notify PINELLAS COUNTY of the filing date.
15. **COUNTERPARTS.** This Agreement may be executed in counterpart by the parties.
16. **ASSIGNMENT.** No party to this Agreement may assign rights to delegate other duties under this Agreement without prior written consent of the other party.

**IN WITNESS WHEREOF,** FORWARD PINELLAS and PINELLAS COUNTY have caused these present to be executed by their duly authorized officers, and their official seals hereto affixed, the day and year first above written.

FORWARD PINELLAS

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Whit Blanton, FAICP  
Forward Pinellas Executive Director

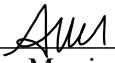
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Mayor Joanne Kennedy  
Forward Pinellas Chair

WITNESS

By: \_\_\_\_\_

APPROVED AS TO FORM:

  
\_\_\_\_\_  
Anne Morris  
Assistant County Attorney

PINELLAS COUNTY

---

Barry Burton  
County Administrator

WITNESS

By: \_\_\_\_\_

APPROVED AS TO FORM:

---

**Exhibit “A”**

**SCOPE OF SERVICES**

**March 9, 2022**



## **6A. PSTA Activities Report**

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### **SUMMARY**

This item includes a report from the board member representing the Pinellas Suncoast Transit Authority (PSTA). This report will provide an opportunity for the PSTA representative to share information concerning planning initiatives, partnerships and collaboration and other relevant matters with the board.

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.



**March 9, 2022**

**6B. TBARTA Activities Report**

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**SUMMARY**

This item will include a report from a TBARTA representative regarding regional transit planning and development activities. The report will provide an opportunity to share information concerning planning initiatives, partnerships, collaboration and other relevant matters.

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.

**March 9, 2022**

**6C. Draft Unified Planning Work Program**



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**SUMMARY**

The Unified Planning Work Program (UPWP) is a two-year plan that identifies a metropolitan planning organization's (MPO) transportation planning activities and associated funding. State and federal transportation funding agencies provide guidance on required elements and timeframes for review and adoption of the UPWP, but the way the MPO allocates its funding for the various planning activities is at the discretion of the MPO. The activities in the UPWP only cover those funded by MPO grants. Other planning activities undertaken by Forward Pinellas that are paid for by the Pinellas Planning Council's ad valorem revenue source will not be included in this document.

Forward Pinellas is currently developing the UPWP for July 1, 2022 – June 30, 2024. The draft must be submitted to state and federal review agencies by mid-March for their review and comment. The final UPWP must be adopted by Forward Pinellas in May.

The UPWP includes introductory sections that discuss the MPO's functions and the planning priorities of the MPO, state and federal governments. This is followed by task pages and budget information that details staff support activities, consultant work and associated grant funding. Forward Pinellas staff will present the draft UPWP and answer questions from board members.

**ATTACHMENT(S):**

- Draft Forward Pinellas Unified Planning Work Program Document
- Draft Forward Pinellas Unified Planning Work Program Budget Tables
- [Presentation](#)

**ACTION:** Board, in its role as the metropolitan planning organization, to approve the draft FY 2022/23-2023/24 UPWP for transmittal to review agencies.

**COMMITTEE RECOMMENDATION(S):** The Technical Coordinating Committee reviewed the Draft Unified Planning Work Program at their meeting on February 23, 2022 and recommended unanimous approval. The Citizens Advisory Committee reviewed the Draft Unified Planning Work Program at their meeting on February 24, 2022 and recommend approval by a vote of 12-1.



## **UNIFIED PLANNING WORK PROGRAM (UPWP)**

State Fiscal Years 2023-2024  
July 1, 2022 – June 30, 2024

Prepared by:  
Forward Pinellas  
in its role as the Pinellas County Metropolitan Planning Organization  
310 Court Street  
Clearwater, Florida 33756  
727-464-8250  
[forwardpinellas.org](http://forwardpinellas.org)

Preparation of this document was financed by the Federal Highway Administration, the Federal Transit Administration, the Florida Department of Transportation and the Pinellas County Metropolitan Planning Organization.

Federal Highway Administration: Highway Planning and Construction Grant (PL), Catalog of Federal Domestic Assistance (CFDA) 20.205; Financial Project Number (FPN) 439338-3-14-01; Federal Aid Project Number 0057-058-M & Federal Highway Administration: Surface Transportation Program (SU), CFDA 20.205; FPN 439338-3-14-02, Federal Aid Number 0057-058-M, Federal Transit Administration (FTA) Section 5305 Program, FTA G1G93, FPN 402514-1-14-20, CFDA 20.505.

In accordance with Title VI of the Civil Rights Act of 1964, the MPO does not discriminate based upon race, color, national origin, sex, religion and disability in the execution of the tasks and activities of this Unified Planning Work Program.

## Forward Pinellas

**Joanne “Cookie” Kennedy, Chair**

City of Indian Rocks Beach, representing the  
Beach Communities\*

**Janet Long, Vice Chair**

Pinellas County Board of County Commissioners

**Brandi Gabbard**

City of St. Petersburg

**Karen Seel, Secretary**

Pinellas County Board of County Commissioners

**Cliff Merz**

City of Tarpon Springs, representing the cities of  
Tarpon Springs, Safety Harbor and Oldsmar

**David Allbritton  
City of Clearwater**

**Julie Ward Bujalski  
City of Dunedin**

**Gina Driscoll**

City of St. Petersburg, representing the Pinellas  
Suncoast Transit Authority

**Bonnie Noble**

Kenneth City, representing Belleair, Belleair  
Bluffs, Gulfport, Kenneth City, Seminole and  
South Pasadena

**Patti Reed  
City of Pinellas Park**

**Dave Eggers**

Pinellas County Board of County Commissioners

**Richie Floyd**

City of St. Petersburg

**Michael Smith  
City of Largo**

**Whit Blanton, FAICP  
Executive Director**

Adopted May 13, 2020

*\*Beach communities include the cities of Belleair Beach, Belleair Shore, Indian Rocks Beach, Indian Shores, Madeira Beach, North Redington Beach, Treasure Island, Redington Beach, Redington Shores, St Pete Beach*

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## RESOLUTION

Resolution #20-\_\_

### A RESOLUTION OF FORWARD PINELLAS, IN ITS ROLE AS THE PINELLAS COUNTY METROPOLITAN PLANNING ORGANIZATION, APPROVING THE STATE FYS 21 AND 22 UNIFIED PLANNING WORK PROGRAM

**WHEREAS**, Forward Pinellas, in its role as the Pinellas County Metropolitan Planning Organization, is the designated entity responsible for transportation planning in Pinellas County, and is also the designated official planning agency in coordinating transportation for the transportation disadvantaged; and

**WHEREAS**, Forward Pinellas has developed a Unified Planning Work Program for State Fiscal Years 21 and 22 covering a period from July 1, 2020 through June 30, 2022, as required by 23 Code of Federal Regulations (CFR) Section 450.308 and Florida Statutes Section 339.175(9).

**NOW, THEREFORE, BE IT RESOLVED** by Forward Pinellas as follows:

1. The Unified Planning Work Program for State Fiscal Years 21 and 22 is approved and authorized to be submitted to state and federal agencies; and
2. The Forward Pinellas Executive Director is hereby authorized to develop and execute all supporting and program objective related grant applications, participation agreements, authorized reimbursement requests and authorized expenditures in support of the UPWP. The Forward Pinellas Executive Director is also authorized to make UPWP non-substantive modifications and amendments involving text changes, monetary changes of less than or equal to ten percent or \$25,000 (whichever is greater) of an individual task, task budget changes associated with Board-approved project budgets and accompanying scopes of services, and amendments that are less than five percent of the overall UPWP balance. The Forward Pinellas Executive Director will report these actions to the Forward Pinellas Board.

This resolution offered and adopted at the May 13, 2020 meeting of Forward Pinellas as hereinafter set forth:

\_\_\_\_\_ offered the foregoing resolution which was seconded by

\_\_\_\_\_ and the vote was:

AYES:

NAYS:

Absent and not voting:

ATTEST:

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Whit Blanton, Executive Director  
Forward Pinellas

---

Dave Eggers, Chair  
Forward Pinellas

APPROVED AS TO FORM

By: Chelsa Harty  
Office of the County Attorney

## COST ANALYSIS CERTIFICATION

(to be included in final document)

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## AUTHENTICATION

Forward Pinellas, in its role as the Pinellas County Metropolitan Planning Organization, in regular session, on May 13, 2020, adopted the FYs 2023 – 2024 Unified Planning Work Program (UPWP) for the Pinellas County Urbanized Area.

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Joanne “Cookie” Kennedy, Chair Forward Pinellas

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## Introduction

The Unified Planning Work Program (UPWP) outlines federal and state funded transportation planning activities and corresponding end products anticipated to occur from July 1, 2022 through June 30, 2024. The Pinellas County Metropolitan Planning Organization (MPO) conducts and supports transportation planning efforts including systems planning, long range transportation planning, and project prioritization and implementation. The UPWP applies to the Pinellas Transportation Study Area, which encompasses Pinellas County.

MPOs are required to adopt UPWPs pursuant to Federal and State law (Chapter 339 Florida Statutes). The objective of the UPWP is to ensure a continuing, cooperative and comprehensive approach to planning for the full spectrum of transportation needs within the urban area and to ensure coordination with adjacent urban areas and the region. This includes providing leadership and coordinating with stakeholders, neighboring counties and MPOs, public transportation providers, the Tampa Bay Regional Planning Council (TBRPC), the Tampa Bay Area Regional Transit Authority (TBARTA), and the Florida Department of Transportation (FDOT).

The UPWP is developed based on public and stakeholder input. A draft UPWP was reviewed at the [February 23, 2022](#) Citizens Advisory Committee (CAC) meeting, [February 24, 2022](#) Technical Coordinating Committee meeting and [March 9, 2022](#) MPO Board meeting. Through the Technical Coordinating Committee, the MPO asks for input regarding local transportation planning projects. Draft and adopted versions of the UPWP are posted on the MPO website and in committee and Board agenda packets. Notice of meetings involving the review and adoption of the UPWP were available online, including on the Forward Pinellas website at [www.forwardpinellas.org](http://www.forwardpinellas.org). The public is welcome to comment at all Forward Pinellas Board meetings.

As required by federal and state law, the UPWP sets forth planning objectives and line-item budget amounts for each MPO planning task. It includes a discussion of planning priorities, activities, budget allocation methodology, and the organizational and management structure of the MPO. Work activity and corresponding end products associated with each task are provided on the itemized task pages. Budget pages, including summary tables, are included in the document. Certifications, assurances, grant applications and other grant-related materials are available in the appendices.

Forward Pinellas is the fictitious name for two now-merged agencies: the Metropolitan Planning Organization (MPO) and Pinellas Planning Council (PPC). These two separate agencies became one consolidated agency in 2014, pursuant to Chapter 2012-245, Laws of Florida. The merger of the two agencies was intended in order to better integrate countywide transportation with countywide land use planning. As a result of this merger, Forward Pinellas now maintains and implements both the Countywide Plan, which guides and coordinates the countywide land use planning activities of the county's 25 local governments, and the countywide transportation planning functions identified in federal and state statutes.

The mission of Forward Pinellas is to align funding and technical resources with a vision and corresponding actions aimed at creating more economically sustainable and livable communities within Pinellas County. The agency has a strategic business plan, adopted in 2017, and has focused on a series of Strategic Planning and Operations Topics, known as Pinellas SPOTlight. These initiatives have included Enhancing Beach Community Access, A Vision for US 19, a Gateway/Mid-County Area Master Plan, and the newest

topic, Innovations in Target Employment and Jobs Access. The SPOTlight initiatives involve both land use and transportation planning and are included in the planning priorities section and special project task.

The UPWP is financed primarily by four different grant programs. These include Federal Transit Administration (FTA) Section 5305, Federal Highway Administration (FHWA) Metropolitan Planning (PL) and Surface Transportation programs, and the Florida Transportation Disadvantaged Trust Fund. Section 120 of Title 23, U.S.C., permits a state to use certain toll revenue expenditures as a credit toward the non-federal matching share of all programs authorized by Title 23, (with the exception of Emergency Relief Programs) and for transit programs authorized by Chapter 53 of Title 49, U.S.C. This is in essence a “soft-match” provision that allows the federal share to be increased by up to 100% to the extent credits are available. The “soft match” amount being utilized to match the FHWA funding in the UPWP is \$554,369. “Soft Match” for FHWA funds equates to 18.07%. The FDOT now allocates a 20% soft match for the FTA Section 5305 funding and Pinellas County provides a 10% local contribution in support of the FTA Section 5305 funding. Other federal funding sources for transportation planning are included in the UPWP, such as FTA Section 5307 funds, which directly fund the Pinellas Suncoast Transit Authority (PSTA) planning activities.

MPO expenditures under the UPWP are assigned as direct costs. This includes personnel services (e.g., staff salaries, fringe benefits and other deductions), consultant services, travel and other direct expenses. Indirect costs are not calculated.

## Planning Priorities

This UPWP addresses the priorities and planning factors of Forward Pinellas, the Federal Highway Administration (FHWA), Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT), as available.

### Local Priorities

The Forward Pinellas Board adopted the Strategic Planning and Operations Topics Initiatives, or SPOTlight areas, in 2015. As part of that effort, three original SPOTlight areas were chosen, Enhancing Beach Community Access, A Vision for US 19, and a Gateway/Mid-County Area Master Plan. Each of these areas had a land use and transportation component, reflecting the mission of Forward Pinellas, and each involved local and regional partnerships that addressed accessibility and mobility options. In 2021, the Forward Pinellas Board adopted a new SPOTlight initiative called Innovations in Target Employment and Jobs Access.

The goal for each SPOTlight area is to identify strategic short-term actions within the framework of a longer-term land use, redevelopment and transportation vision. All the work plans include the following phases:

**Imagine** – define the problem(s), convene partners, and develop a working vision.

**Explore & Discover** – review data, trends and conditions to identify needs and strategies.

**Test** – determine strategies that would be effective and supported by the community.

**Set the Course** – confirm the vision, strategies and actions, and set performance targets.

**Convey Understanding** – document actions, tell the story and evaluate effectiveness of the strategies and actions.

Based on board feedback, an update to the Target Employment and Industrial Lands Study, originally developed by the Pinellas Planning Council, is underway as a new SPOTlight Emphasis Area, but is being developed without MPO funding, so is not reflected on the task tables. The SPOTlight emphasis areas are consistent with FDOT Office of Policy Planning emphasis areas for Florida MPOs with regard to UPWP development in terms of safety, equity, resilience, and emerging mobility and is also consistent with the Forward Pinellas Strategic Business Plan, adopted in the fall of 2017.

### Federal Priorities

In December 2021, the federal government issued new Planning Emphasis Areas for MPOs to consider in the metropolitan planning process. These planning emphasis areas replace the planning factors included in the FAST Act and continue the federal government's role in providing strategic guidance to the metropolitan areas. The federal Planning Emphasis Areas are listed below, followed by a table with the Forward Pinellas tasks that address them.

#### Federal Planning Emphasis Areas

1. Tackling the Climate Crisis: Transition to a Clean Energy, Resilient Future
2. Equity and Justice<sup>40</sup> in Transportation Planning

3. Complete Streets
4. Public Involvement
5. Strategic Highway Network (STRAHNET)/U.S. Department of Defense (DOD) Coordination
6. Federal Land Management Agency Coordination
7. Planning and Environmental Linkages
8. Data in Transportation Planning

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UPWP Tasks		Planning Factors							
		1	2	3	4	5	6	7	8
1.1	Program Development and General Administration	X	X	X	X	X	X	X	X
2.1	Public Participation	X	X	X	X	X	X	X	X
3.1	Monitoring Activities		X		X		X	X	X
4.1	Systems Planning	X	X	X	X	X	X	X	X
5.1	Transportation Improvement Program Development and Implementation	X	X	X	X	X	X	X	X
6.1	Long Range Transportation Plan Development and Implementation	X	X	X	X	X	X	X	X
7.1	Regional Planning and Coordination	X	X	X	X	X	X	X	X
8.1	Special Projects	X	X	X	X	X	X	X	X
9.1	Sun Coast Transportation Planning Alliance Shared Activities	X	X		X	X	X	X	

## State Priorities

The FDOT Office of Policy Planning has identified four emphasis areas for Florida MPOs to consider when developing their UPWPs: safety, equity, resilience, and emerging mobility. These emphasis areas set planning priorities, support the Florida Transportation Plan and give importance to topic areas MPOs are encouraged to address.

Forward Pinellas, like FDOT, embraces safety through Vision Zero. In March 2021, the Forward Pinellas Board adopted the Safe Streets Pinellas action plan that includes countermeasures and ways in which Forward Pinellas can work with its partners to get to zero roadway deaths. The MPO develops and reports on safety performance measures, which continue to guide discussion on progress toward reaching the goal of zero fatalities and serious injury crashes. Forward Pinellas has also begun development of a funding program for local government safety projects. The intent of this new funding program will be to make funding available before the new 5<sup>th</sup> year of the FDOT Work Program for local governments to be able to implement needed safety improvements without needing to wait several years for funding. In addition, Forward Pinellas intends to make up to \$100,000 in planning funds for local governments to begin the identification of projects that support Safe Streets Pinellas. This program is still under development and should be implemented in the first year of this UPWP.

In 2020, Forward Pinellas initiated an equity assessment based on an internal review of the agency's practices, programs, structures and products to determine the impact the agency has on equity in transportation and development in Pinellas County. The equity assessment processes were trifold and included an internal audit, external impact assessment, as well as the collection of experiential data from

the public to further understand baseline inequalities and unmet needs. The latter component of the assessment was the most important and was based on developing new connections with communities of color and low-income populations in Pinellas County. The goals of the equity assessment were to develop new community partnerships to increase political voice for historically disadvantaged populations and provide new opportunities for participative planning processes. The data collected included quantitative data from GIS analysis, census data, and a robust outreach process involving public survey, focus groups and listening sessions. The qualitative and experiential data were collected through numerous in-person and virtual events designed to simply listen to people and hear their concerns. Through the assessment process, Forward Pinellas has drafted a series of action items ranging from near-term, mid-term and long-term, which will be monitored and evaluated through time. Over the next 2-years, the agency will integrate many of the near-term action items into our planning processes and seek to strengthen our newly developed partnerships heading into the development of the 2050 Long Range Transportation Plan.

In the FY 2020-21 UPWP cycle, Forward Pinellas and partner agencies conducted a major resiliency planning effort that examined the region's roadway network and outlined mitigation strategies. The effort focused on several corridors in each county but provided overall information that can be used across the region. Forward Pinellas will continue to consider resiliency in its planning efforts, particularly in the implementation of Advantage Pinellas, its long range transportation plan, and the prioritization of projects. In addition, through the Sun Coast Transportation Planning Alliance (SCTPA) Regional Needs Assessment, Forward Pinellas will work with the other MPOs in the region on updating this resiliency effort, expanding the effort beyond the urban core counties and re-evaluating the identified mitigation strategies developed just a few years ago.

The fourth state priority of emerging mobility involves the potential impacts of Connected Vehicle (CV) and Automated Vehicle (AV) technologies, micromobility devices, and other technological advancements. This includes unknown factors and how these technologies will continue to develop and interact with the current transportation system and shared mobility services in the short, middle and long term future. Forward Pinellas began addressing Autonomous Connected Electric and Shared (ACES) mobility in 2016 with its feasibility study of a countywide bike share program and has since expanded its efforts through Advantage Pinellas, which included multiple scenarios to assess the potential impact of these technologies as advances occur. Forward Pinellas will continue to prepare for emerging mobility in its long range planning effort and implementation through the Transportation Improvement Program and project prioritization process. In addition, Forward Pinellas has been including the consideration of emerging mobility in all of its scopes for planning activities for the past two years, including the Alternate US 19 Corridor Transition Plan set to begin in early 2022. Those efforts will continue.

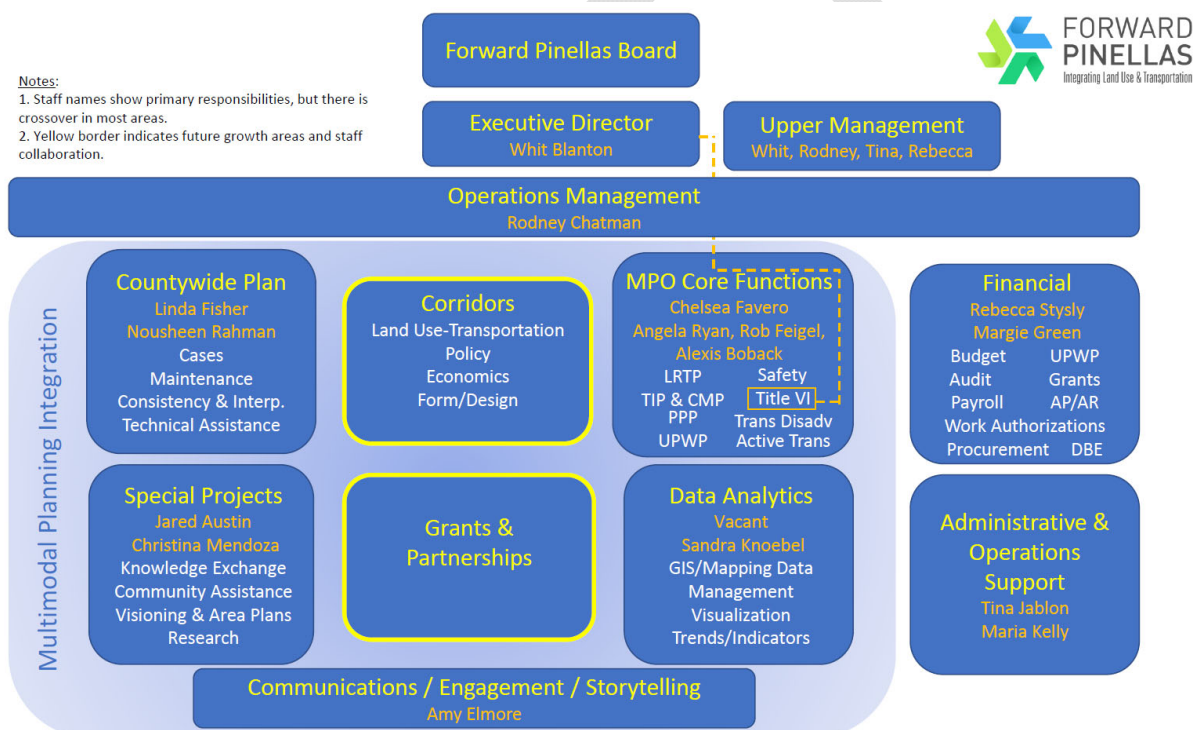
In addition to the statewide priorities, FDOT District 7 has developed District Planning Activities, available in [Appendix H](#).



## Organization and Management

Forward Pinellas is the fictitious name for both the Pinellas County MPO and the Pinellas Planning Council (PPC). The two boards share the same membership but are separate legal entities. Staff support for the MPO is provided pursuant to an agreement with the PPC. One executive director is responsible for overseeing Forward Pinellas and reports directly to the board. For administrative purposes, staff is assigned to either the MPO or PPC. However, staff members may perform work for both entities or participate in joint PPC/MPO projects, as determined in the budgeting process and tracked through bi-weekly timecards. The allocation of staff work on MPO and PPC projects is reviewed approximately every quarter.

The Forward Pinellas organizational chart is shown below.



## Committees

Forward Pinellas has **seven** committees that provide input and advise on a range of topics and issues. The **Bicycle Pedestrian Advisory Committee** includes citizens and technical staff and focuses on bicycle and pedestrian needs, concerns and facility planning throughout the County. The **Citizens Advisory Committee** is composed of citizen representatives from different geographic areas of Pinellas County, a representative of the Pinellas Suncoast Transit Authority's Transit Riders Advisory Committee and at large representatives. The CAC reviews and takes action on items before they go to the Forward Pinellas Board. The **Local Coordinating Board** provides guidance to the Transportation Disadvantaged Program and includes citizens and social service agency representatives. The **Pinellas Trail Security Task Force** is a committee of law enforcement and others who address security along the Pinellas Trail. The **Planners Advisory Committee** is comprised of local government planners from throughout Pinellas County who

address land use matters and review land use cases prior to review and action by the Forward Pinellas Board in its capacity as the PPC. The **Technical Coordinating Committee** is composed of transportation-related representatives from local governments and other governmental agencies in Pinellas County and reviews transportation-related items before they go to the Forward Pinellas Board. The **School Transportation Safety Committee** handles issues and concerns related to transportation to and around schools, such as infrastructure needs.

In addition to the committees listed above, in 2021, the Forward Pinellas Board established the **Waterborne Transportation Committee** to discuss strategies and policies to help advance waterborne transportation in the county. This committee will continue working for the foreseeable future, with the goal of recommending amendments to the LRTP, advancing waterborne transportation projects for funding, and evaluating the cost effectiveness of waterborne transportation service.

Forward Pinellas serves on the Sun Coast Transportation Planning Alliance (SCTPA), formerly known as the West Central Florida MPO Chairs Coordinating Committee. The SCTPA represents the eight counties of the region and includes one representative from each of the MPO boards. Each of the member MPOs of the SCTPA provides dedicated funding for regional planning activities that are reflected in Task 9.1. Three Forward Pinellas Board members also serve on the Tampa Bay Transportation Management Area Leadership Group, which consists of nine elected officials from Hillsborough, Pasco and Pinellas counties, as well as non-voting technical advisors that advise the MPO boards of the three counties on regional matters. The TMA Leadership Group is a subcommittee of the SCTPA.

The FDOT District 7 Secretary serves as a non-voting advisory member to the MPO.

## Agreements

There are six core agreements that frame the operations of the MPO, listed below.

1. *Interlocal Agreement for the Creation of the Metropolitan Planning Organization*

The purpose of this agreement is to re-establish the MPO and recognize the boundary and reapportionment approved by the Governor of Florida. It includes a listing of the MPO's major responsibilities. The current agreement began on October 15, 2014 and remains in effect until terminated.

2. *Metropolitan Planning Organization Agreement for PL and SU funds*

The parties in this agreement are the MPO and FDOT with the purpose of distributing Federal Highway Administration Planning (PL) and Surface Transportation Program (STP) funds for the completion of transportation related planning activities set forth in this UPWP. The agreement follows the timeframe of the 2-year UPWP and this document is an exhibit. The agreement is set to expire on June 30, 2020 and new one will be in place from July 1, 2020 through June 30, 2022.

3. *Public Transportation Grant Agreement for FTA 5305 funds*

Every year, the MPO and FDOT enter into a joint participation agreement for the purpose of providing FTA Section 5305 program funding to support the cooperative, continuous and comprehensive planning programs for making transportation investments in metropolitan areas. Each agreement has its own start and end date. Contract G1G93, the most recent 5305 contract, began on December 6, 2019 and expires on June 30, 2022. Contract G1501 also extends into this UPWP, expiring on June 30, 2021.

4. *Intergovernmental Coordination Review and Public Transportation Coordination Joint Participation Agreement*

This agreement provides for cooperation with public transportation system operators, intergovernmental coordination with the Regional Planning Council, and provides for dispute resolution. The agreement was made and entered on January 28, 2015 and automatically renews every five years.

5. *Interlocal Agreement for Staff and Support Services*

The MPO and PPC have an agreement for the provision of staff and support from the PPC for the MPO's operations, including staff services, office and meeting space, and equipment and technical support. This agreement was entered into on December 10, 2014 and remains in effect until terminated by either the MPO or PPC.

6. *Chairs Coordinating Committee Interlocal Agreement*

Forward Pinellas, the Hernando/Citrus MPO, Hillsborough MPO, Pasco MPO, Polk County TPO and Sarasota/Manatee MPO participate in regional transportation planning through the Sun Coast Transportation Planning Alliance (SCTPA), which is a rebranded identity for the official MPO regional partnership known as the Chairs Coordinating Committee (CCC). The structure of this organization is formalized through an interlocal agreement. The interlocal agreement was last amended in 2020 to specifically address the Tampa Bay Transportation Management Area Leadership Group as a sub-committee.

In addition to these agreements, the MPO contracts with organizations receiving FTA funding through the MPO, general planning consultants and other entities that work with or provide services to the MPO. Pursuant to an annual agreement with the MPO, PSTA is allocated \$80,000 (including state and local match funds) from the MPO's FTA 5305 funds annually.

### Operational Procedures and Bylaws

The MPO's roles and responsibilities are established by Title 23 U.S. Code and Chapter 339, Florida Statutes. Forward Pinellas has Board operating procedures as well as an Internal Control Structure Policy Manual that the Board approves and updates on a periodic basis. The Internal Control Structure Policy Manual includes information on operational areas, including signature authority and fiscal procedures.

### Grant Budgeting and Management

Forward Pinellas maintains an internal team (Operations Team) that includes individuals who work on financial and grant management, fiscal operations, and administration. The team is responsible for discussing major budgetary items, funding, accounting and audit matters and procurements. For the purposes of developing the UPWP, the Operations Team was included in matters related to the funding of the UPWP and expenses. This team is responsible for discussing UPWP revisions and reporting them to the Forward Pinellas Board.

The budgeting process for the UPWP began with the projected grant amounts discussed by the Operations Team. A series of internal meetings and reviews were held by Forward Pinellas staff to review the activities and end products the agency anticipates over the next few years based on requirements and local, state and federal priorities. This was the basis for developing anticipated personnel projections, consultant work, travel and direct expenses. Based on these figures, dollar amounts were assigned to each task and then distributed across the grants. A draft UPWP, including budget allocations, was presented to the CAC,

TCC and Forward Pinellas Board for review prior to submittal to the reviewing agencies. The Forward Pinellas Board approved the final UPWP and is apprised of any related budgetary matters.

Throughout the course of the UPWP timeframe, Forward Pinellas staff maintains the plan, revising it as needed. Grants management processes and procedures are consistent with the Internal Control Structure Policy Manual as well as other internal policies and procedures regarding financial oversight. Staff works closely with FDOT and other agencies to ensure consistency with state and federal requirements.

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## Planning Activities and Tasks

### UPWP Task 1.1 Program Development and General Administration

**PURPOSE:** Provide support for the Board and the staff and resources necessary to develop and implement transportation plans and programs and comply with federal and state requirements.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO provided support and assistance to the MPO and committees, conducted procurements, and completed support activities as needed.

Required Activities		End Products	Completion Date
A	Provide support, technical assistance and materials to the Board, including the preparation and distribution of Board-related materials	Board meetings and workshops	Ongoing through FY24
B	Procure necessary equipment, furniture, software, services and support to maintain and enhance MPO activities and programs. For the replacement of equipment, any single purchase exceeding \$5,000 must receive preapproval	Equipment, furniture, software, services	As needed
C	Provide administrative support for MPO programs, including administration and grant support, internal controls and procedures, to ensure compliance with federal and state regulations	Compliance with federal and state regulations	Ongoing through FY24
D	Develop, maintain, support and update federally-required administrative plans and programs	DBE Goal DBE Program Title VI Program Unified Planning Work Program	Summer 2022 Summer/Fall 2022 April 2024 May 2024
E	Complete MPO certification requirements and any other federal and state requirements	Certification	Annually
F	Comply with applicable federal requirements, including Americans with Disabilities Act (ADA), Title VI		Ongoing through FY24
G	Prepare for emergency situations, including updating COOP	COOP	April 2023 & 2024
H	Pursue, secure, support and administer grant funding, including invoice preparations	Grant funding Invoices	As needed Quarterly 2022 to 2024
I	Develop, update and maintain agreements and contracts associated with the MPO, including planning consultant and grant funding agreements	Agreements and contracts	As needed

J	Calculate, analyze and maintain financial data, including receipts and expenditures	Audit	January 2023 & 2024
K	Support direct expenses	Direct expenses	As needed
L	Attendance, registration, membership, travel and related costs for professional training, seminars, meetings, workshops, conferences and other development opportunities. Memberships are organizational and not individual		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*

\*Consultant support may be used to complete this task

## UPWP Task 2.1 Public Participation

**PURPOSE:** Support and enable meaningful public participation.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO engaged the public through a range of activities supported by the Public Participation Plan and Communications Strategy.

Required Activities		End Products	Completion Date
A	Support and conduct Board and Board meetings, workshops, committee and subcommittee meetings that are properly noticed and open to the public	Staff assistance and support to Board and advisory committees	Ongoing through FY24
B	Review, evaluate and update the Public Participation Plan	Updated Public Participation Plan	Summer 2022
C	Employ advisory committees to review plans and documents, including the LRTP, UPWP, TIP and CMP reports and corridor studies	Forward Pinellas plans and reports reflecting input of local governments and citizens	Ongoing through FY24
D	Conduct outreach in support of plans and studies	Public outreach	Ongoing through FY24
E	Participate in outreach and educational events, community and business meetings, and other outside agency events/activities	Meaningful public involvement, increased awareness of Forward Pinellas and opportunities for public input in the planning process	Ongoing through FY24
F	Update orientation materials	Orientation Manual used for orientation for both new Forward Pinellas Board Members and committee members. Updated CAC Orientation PowerPoint and special CAC New Member orientation sessions provided once or twice per year	As needed (2023 to 2024)
G	Maintain, support and update Forward Pinellas strategic business plan	New Strategic Business Plan	2022
H	Implement Forward Pinellas communications strategy	Meaningful public involvement, increased awareness of Forward Pinellas and opportunities for public input in the planning process	Ongoing through FY24
I	Maintain and update website and social media platforms, including online calendar	Regular communication through a variety of media	Ongoing through FY24

J	Attendance, registration, organizational membership and travel costs related to professional training, seminars, meetings, workshops and conferences		As needed
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**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*

\*Consultant support may be used to complete this task

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## UPWP Task 3.1 Monitoring Activities

**PURPOSE:** Update, maintain, monitor and analyze data that supports transportation planning transportation, demographic and land use data to support transportation planning and related efforts.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO collected, analyzed and maintained transportation-related data such as traffic counts and [crashes](#).

Required Activities		End Products	Completion Date
A	Develop and analyze land use and demographic data	Data	As needed
B	Continue to coordinate, monitor, collect and analyze relevant data to the Pinellas County transportation system and transportation planning activities, such as bicycle and pedestrian activity, traffic counts, real-time data and crash data	Coordinated data collection, monitoring and analysis  Pinellas County transportation system data	Ongoing through FY24  Ongoing through FY24
D	Prepare maps and reports related to the Pinellas County transportation system, such as traffic counts, crashes and trends	Maps and reports including trend reports and performance measure documentation, traffic count maps	As needed
E	Update and maintain transportation inventory and databases, including sidewalk information	Transportation inventory and databases, such as sidewalk database	Ongoing through FY 24
F	Review related planning documents and agency reports, such as the FDOT Travel Time Monitoring Report		Monthly
G	Attendance, registration, and travel costs related to professional development , seminars, meetings, workshops and conferences		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*, FDOT

\*Consultant support may be used to complete this task

## UPWP Task 4.1 Systems Planning

**PURPOSE:** Plan for a multi-modal, connected transportation network that considers land use and the safety of all users.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO conducted active transportation, public transportation and transportation disadvantaged planning, completed a new Congestion Management Process, as well as coordinated freight and ITS planning activities and supported local government technical assistance, support and assistance to the MPO and committees, and completed support activities as needed.

Required Activities		End Products	Completion Date
A	Implement congestion management plan and congestion management strategies	Countywide Trends and Conditions Report	Annually through 2024
		Freight Plans	As needed
		ITS/ATMS Plan	As needed
		Corridor Studies	Ongoing through FY24
		CMP	As needed
B	Public transportation planning efforts, including planning & feasibility studies, service planning, development of innovative pilot programs, agency coordination and stakeholder engagement	Coordinated public transportation planning	Ongoing through FY24
		Alternatives Analysis Reports and Recommendation	As needed
		Corridor Planning and Development	Summer 2023
		NEPA Analysis Reports	As needed
		Conceptual Design Plans	As needed
		System analysis and visioning	Ongoing through FY24
		Capital facility planning	As needed
		Innovative solutions (e.g. first/last mile, Mobility on	As needed

		<p>Demand, ACES, micromobility)</p> <p>Transit Development Plan Progress Reports</p> <p>Feasibility Studies</p> <p>Waterborne transportation systems planning</p>	<p>September 2022 &amp; 2023</p> <p>As needed</p> <p>On going</p>
C	Transportation Disadvantaged planning and support, including regional coordination efforts	<p>Transportation Disadvantaged Service Plan</p> <p>Community Transportation Coordinator Evaluation</p> <p>PSTA Redesignation as the Community Transportation Coordinator</p>	<p>June 2023 &amp; 2024</p> <p>Fall 2022 &amp; 2023</p> <p>As needed</p>
D	Bicycle and pedestrian planning and program support, including implementing the Pinellas Trail Loop, evaluation of trail crossings, coordinating on regional/ inter-county projects, implementing and amending the Active Transportation Plan and identifying/ correcting hazardous walking conditions by schools	<p>Implementation of Active Transportation Plan</p> <p>Monthly and annual Pinellas Trail User Summary reports</p> <p>Pinellas Trail User Survey</p> <p>Bike Your City event</p> <p>Evaluation of trail crossings for safety improvements</p> <p>Multiuse Trail Wayfinding</p> <p>Trail Crossing consistency evaluation</p>	<p>Ongoing through FY24</p> <p>Monthly/ annually</p> <p>As needed</p> <p>Spring 2023 &amp; 2024</p> <p>Fall 2022</p> <p>As needed</p> <p>As needed</p>
E	Plan for and support Complete Streets	<p>Walkability audits</p> <p>Road Safety Assessments</p> <p>Local government Complete Streets projects</p>	<p>As needed</p> <p>As needed</p> <p>June 2023 &amp; 2024</p>
F	Work with local government partners to address transportation needs, provide technical support	Support for local government planning and integration of	Ongoing through FY24

	to local governments and other related transportation planning activities	transportation planning efforts	
G	Support travel and tourism	Express Bus Route and Trolley Service Planning	Ongoing through FY24
H	Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*, PSTA, TBARTA, local government partners

\*Consultant support may be used to complete this task

## UPWP Task 5.1 Transportation Improvement Program Development and Implementation

**PURPOSE:** Develop and maintain a Transportation Improvement Program (TIP) that advances the priorities of the agency

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO annually developed and adopted the Transportation Improvement Program (TIP) including lists of priority projects.

Required Activities		End Products	Completion Date
B	Coordinate with FDOT and other partners to update performance measures and targets	Performance measures and targets	Annually
C	Develop and coordinate environmental efforts, such as environmental look-arounds, ETDM, Environmental Justice work and air quality monitoring		As needed
E	Develop and maintain the TIP in coordination with FDOT, local governments, citizens and transportation providers and in accordance with state and federal laws	TIP updated by board action as needed	July 2022 & 2023 (state)  November 2022 & 2023 (County and municipal)
F	Solicit, review and submit funding priorities for federal programs	Funding priorities	Annually
G	Ensure consistency between the TIP and the LRTP, including identification of transportation improvement projects and phasing for implementation based on LRTP		Ongoing through FY24
H	Coordinate with FDOT in the development of its Five-Year Work Program	Annual comments and objections letter	As needed
I	Publish listing of previously funded federal aid projects in the TIP	List of funded federal aid projects	June 2023 & 2024
J	Update and provide support for maintaining priority lists, including the multimodal priority list and Transportation Alternatives Program	Priority lists	Annually
K	Assist local governments in their efforts to apply for Safe Routes to School Funding	Safe Routes to School projects	Fall 2023 & Spring 2024
L	Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*

\*Consultant support may be used to complete this task

## UPWP Task 6.1 Long Range Plan Development and Implementation

**PURPOSE:** Develop and maintain an integrated land use and transportation plan according to federal and state requirements, providing for a safe, secure, accessible, equitable and context-sensitive multi-modal transportation system.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO continued implementation of Advantage Pinellas, its long range plan through 2045.

Required Activities		End Products	Completion Date
A	Implement, modify and amend 2045 LRTP	2045 LRTP	As needed
B	Develop population and employment projections for 2050.	2050 Socioeconomic Datasets	Spring 2023
C	Develop and coordinate environmental efforts, such as ETDM, Environmental Justice work, air quality considerations and resiliency strategies	EJ Analysis and ETDM Review of LRTP Projects	As needed
D	Coordinate and participate in Pinellas County and other agencies air quality review and monitoring		As needed
E	Develop projections of financial resources for the 2050 LRTP.	2050 Financial Resources	Spring 2024
F	Conduct detailed assessment of mobility needs in Pinellas County	2050 Needs Assessment	Spring 2024
G	Validate base year data for 2050 LRTP development, including socioeconomic data and network validation	Validated Base Year Network	Spring 2023
H	Develop documentation for 2050 LRTP	Technical memos and draft documentation	Ongoing
L	Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*, FDOT

\*Consultant support may be used to complete this task

## UPWP Task 7.1 Regional Planning and Coordination

**PURPOSE:** Maintain and enhance ongoing multi-county collaborative transportation planning while also participating and collaborating in regional and statewide planning activities.

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO participated in the development of the 2045 Regional Long Range Transportation Plan executive summary publication, as well as a new brand identity and website to provide public information, and updates of project priorities for funding

Required Activities	End Products	Completion Date
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A	Participate in the Florida MPO Advisory Council activities and meetings to share best practices, conduct statewide research tasks and stay abreast of statewide policy changes		Ongoing through FY24
B	Provide input to the Florida Transportation Commission on issues affecting the West Central Florida area		As needed
C	Provide support for the SCTPA and the TMA Leadership Group; review and refine the Transportation Regional Incentive Program (TRIP) priorities, regional multiuse trail priorities, and major regional priorities while working together to ensure coordination of plans and priorities throughout the region	Regional TRIP Priorities  Regional Multiuse Trail Priorities  Major Regional Projects Priorities  Interlocal Agreement for Regional Planning & Coordination in West Central Florida  SCTPA operating procedures  SCTPA conflict resolution process  Quarterly meetings of the TMA and biannual meetings of the SCTPA, including public notice, virtual and in-person access, minutes and video archive  Regional Transit Needs Assessment for the 2050 Long Range Transportation Plan	Annually  Annually  Annually  As needed  As needed  As needed  As needed  FY 24
D	Support regional transit and transportation disadvantaged planning in coordination with TBARTA, FDOT, Community Transportation Coordinators and local transit agencies	Transportation Disadvantaged (TD) Tampa Bay program	Ongoing efforts to fund regional transit for the TD population through FY24

E	Enhance the quality, usability and value of data by continuing to coordinate regional performance measures and related data gathering among MPOs and with FDOT, supporting and enhancing the FDOT Suncoast Mobility Data Hub project.  Create a unified set of regional spatial and tabular data formats and metadata standards Continue coordination efforts to develop a consistent approach to the sharing and use of data	Regional data sharing portal	Ongoing through FY24
F	Coordinate project implementation phasing during development of the State Tentative Work Programs and the individual MPO TIPs to ensure progress toward implementation of the Regional LRTP	Coordinated regional transportation projects	Annually
G	Coordinate with the MPOs of the SCTPA region to implement the 2045 regional LRTP, highlighting the major planned transportation projects for the region.	Regional LRTP	Ongoing through FY 24
H	Coordinate with the MPOs of the SCTPA region to maintain and keep up to date a regional cloud-based document repository.	Regional Cloud-Based Document Repository Site	Ongoing through FY24
I	Coordinate with the FDOT Regional Goods Movement Advisory Committee on the implementation of the Tampa Bay Regional Strategic Freight Plan	Implementation of the Tampa Bay Regional Strategic Freight Plan	As needed
J	Provide input on and coordination with regional and statewide partners on planning efforts, including the Florida SIS, the Florida Transportation Plan, the Regional Transit Development Plan, Transportation Pilot Program Project follow-up activities, tourism and freight planning activities and the state Autonomous, Connected, Electric and Shared (ACES) Vehicle Planning initiative	Consistency in regional, statewide and local plans	Ongoing through FY
K	Participate in the Scenic Highway Corridor Management entities for the Courtney Campbell Causeway and Suncoast Parkway		As needed
L	Develop an interagency coordination agreement for air quality planning as/if required by nonattainment airshed designation(s) or other federal regulations and support the air quality planning process and monitoring of mobile source emissions	Interagency Coordination Agreement for air quality planning	As needed
M	Support regional bicycle and pedestrian planning, including access to regional facilities and participation in and support for the Regional Multi-use Trails committee and tri-county meetings	Tri-county and eight-county bicycle and pedestrian planning	Ongoing through FY24
N	Coordinate regional rideshare and vanpool program planning with TBARTA and transportation management organizations	Regional rideshare, vanpool program and TD Tampa Bay program	As needed



O	Participate in regional and statewide modeling efforts including the Technical Review Team (TRT) for the Tampa Bay Regional Planning Model and the Florida Model Task Force	Regional and statewide modeling	Ongoing through FY24
P	Engage the public, including implementing strategies from the regional PPP, updating the regional PPP as necessary, integrating regional perspectives in local community presentations, and reviewing effectiveness of regional public involvement process	Regional public engagement	Ongoing through FY24
Q	Maintain the SCTPA website and social media pages, including the development of graphics and content, along with the coordination of message dissemination through social and media platforms. Improve transparency in the regional decision-making process with access to adopted priority lists, planning documents and public meeting materials.	SCTPA Website and Social Media Accounts	Ongoing through FY 2024
R	Update and reprint publications as needed, such as the Regional Multi-Use Trails brochure, Tri-County Ride Guide, or Regional Plan Executive Summary. The cost of printing a document may be shared among MPOs to achieve economies of scale, and funds may be transferred between MPOs for this purpose.	Printed Publications	As needed
S	Provide a forum to ensure products, processes and activities are consistent with and among coordinating MPOs, and corresponding support for these efforts		Ongoing through FY24
T	Develop and support regional UPWP tasks	Regional UPWP task(s)	May 2024
U	Provide financial support to Forward Pinellas for specific regional planning tasks to be conducted pursuant to the SCTPA Interlocal Agreement that are above and beyond regularly recurring administrative and coordinating responsibilities. Each of the six member MPOs/TPOs will be allocating \$5,000 annually in their budget tables. A different MPO may take responsibility for conducting such tasks in future years, subject to a modification of the UPWP*	SCTPA regional planning task	As needed
V	Conduct a regional assessment of mobility, safety and resilience needs, in advance of the development of the 2050 Long Range Transportation Plans	Regional Needs Assessment  Regional Public Engagement Plan for 2050 LRTP	Summer 2023  FY 2024
W	Coordination with TBARTA on regional transit initiatives		Ongoing
W	Attendance, registration, organizational membership and travel costs related to professional development , seminars, meetings, workshops and conferences		As needed

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas, Hillsborough MPO, Pasco MPO, TBARTA, FDOT, TBRPC, Hernando-Citrus MPO, Sarasota/Manatee MPO and other regional/statewide partners

\*Consultant support may be used to complete this task

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## UPWP Task 8.1 Special Projects

**PURPOSE:** To develop and support initiatives associated with special projects, such as Pinellas SPOTlight

**PREVIOUS WORK:** In FYs 2021 and 2022, the MPO continued its work on the three SPOTlight emphasis areas (Gateway Master Plan, A Vision for US 19, Enhancing Beach Community Access) while also addressing resiliency, Vision Zero and beginning a mobility study for downtown St. Petersburg.

Required Activities		End Products	Completion Date
A	Implement recommendations from US 19 corridor planning efforts		Ongoing through FY24
B	Implement the recommendations of the Gateway/Mid County Master Plan, including convening working group	Gateway/Mid-County Area Master Plan Implementation	Ongoing through FY24
	Work to establish a Transportation Management Organization in the Gateway Area	Establishment of a TMO	Spring 2024
C	Enhance safe and convenient beach community access, including exploring waterborne transportation	Strategic action plan	Ongoing through FY24
D	Conduct health, sustainability and resilience-related transportation planning efforts		Ongoing through FY24
E	Explore the application of new and evolving technologies		As needed
F	Implementation of Safe Streets Pinellas	Implementation of countermeasures	Ongoing through 2024
		Local Government Safe Streets Projects	Ongoing through 2024
G	Implement the Downtown St Petersburg Mobility Study, including an evaluation of the I-175 corridor with FDOT	Implementation of priority projects from the DTSP study	Ongoing through FY 24
H	Attendance, registration, organizational membership and travel costs related to professional development, seminars, meetings, workshops and conferences		As needed
I	Implement Equity Assessment Near Term Actions	Implement GIS-based equity assessments for LRTP and TIP.	Fall 2022
			Fall 2022

		Develop and implement equity-based flow chart for decision making.	As needed
		Conduct targeted outreach in environmental justice communities.	Winter 2022
		Monitor agency practices for equity.	

**RESPONSIBLE AGENCY/AGENCIES:** Forward Pinellas\*, FDOT, City of Largo, City of Pinellas Park, City of St. Petersburg, Pinellas County

\*Consultant support may be used to complete this task

### UPWP Task 9.1 SCTPA Support and Shared Task – Includes shared or transferred funds and MOU

**PURPOSE:** Multi-county collaborative transportation planning requiring interlocal agreements and transfer of funds to further regional and statewide planning activities.

**PREVIOUS WORK:** Regional Long Range Transportation Plan Summary Publication

<b>ONGOING ACTIVITIES</b>
Develop Regional UPWP Task
Participate in Sun Coast Transportation Planning Alliance (SCTPA)

REQUIRED ACTIVITY	END PRODUCT
<b>Regional LRTP</b>	
Conduct a regional assessment of mobility, safety, and resilience needs, in advance of the development of the 2050 Long Range Transportation Plans	Regional Needs Assessment (June 2024)
Produce and create content materials, presentations, website, graphics and assist in administration of SCTPA.	Social Media content production, website maintenance and creation

Consultants may assist with these tasks. FHWA, FTA, and other funds may be used in support of these tasks (**lobbying is an ineligible expense for federal funds**). All projects are consistent with federal and state regulations and detailed in invoices submitted to FDOT for reimbursement.

**Responsible Agencies:**

Lead Agency: Forward Pinellas, Hillsborough TPO, Pasco MPO, Hernando/Citrus MPO, Sarasota/Manatee MPO, and Polk TPO

Stakeholders: TBRPC, FDOT, and other regional/statewide partners

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## Task Budget Tables

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## Summary Budget Tables

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## APPENDICES

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## Appendix A. Internal Work Program

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WILL BE IN FINAL SUBMITTAL

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## Appendix B. Acronyms/Abbreviations

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WILL BE IN FINAL SUBMITTAL

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## C. Certifications & Assurances

DRAFT

WILL BE IN FINAL SUBMITTAL

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## D. FTA Section 5305 Application

DRAFT



WILL BE IN FINAL SUBMITTAL

DRAFT

## E. Title VI Nondiscrimination Certification & Title VI Program

DRAFT

The Forward Pinellas Title VI Program is available at: <http://forwardpinellas.org/wp-content/uploads/2017/02/Title-VI-Plan.pdf>.

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RESOLUTION #19-5

A RESOLUTION APPROVING AND ADOPTING THE FORWARD PINELLAS  
TRAVEL POLICY AND GUIDELINES FOR TRAVEL

**WHEREAS**, Florida Statutes Section 112.061(14) allows the Pinellas Planning Council and the Pinellas County Metropolitan Planning Organization to establish per diem, subsistence, and mileage rates that vary from the standard state rates by enactment of a resolution, and provided that the rates apply uniformly to all travel by that entity; and

**WHEREAS**, the Code of Federal Regulations (2 CFR 200.474), Travel Costs, states that such costs are to be consistent with those normally allowed in like circumstances for all of the non-federal entity's non-federally-funded activities, in accordance with the entity's written travel reimbursement policies, and considered necessary and reasonable; and

**WHEREAS**, Forward Pinellas desires to adopt its own travel reimbursement policies.

**NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:**

1. Forward Pinellas hereby adopts the attached travel policy, which may be further amended by the Executive Director pursuant to the policy guidelines.
2. This resolution replaces MPO Resolution #16-03.

This resolution is hereby adopted at this Nov 13 2019 meeting of Forward Pinellas as hereinafter set forth:

Commissioner Long offered the foregoing resolution which was seconded by  
Commissioner Welch and the vote was:

AYES:

NAYES: ☒

ABSENT AND NOTE VOTING:

ATTEST:



Whit Blanton, Executive Director  
Forward Pinellas



Dave Eggers, Chairman  
Forward Pinellas

APPROVED AS TO FORM

By:



Office of the County Attorney

## G. Other Non-Federal Local Agency and Municipal Planning Projects

DRAFT

## Caper, Sarah

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**From:** Kelly, Maria  
**Sent:** Tuesday, January 21, 2020 7:43 AM  
**Subject:** Transportation Planning Activities

Dear TCC Members:

Forward Pinellas, in its role as the metropolitan planning organization for Pinellas County, develops a Unified Planning Work Program (UPWP) every two years. The UPWP includes transportation planning activities and associated funding, guiding the MPO's planning activities for the two-year period. We are currently developing the UPWP for July 1, 2020 through June 30, 2022. If your agency is expecting to conduct any transportation planning activities, please email the information below to me at [scaper@forwardpinellas.org](mailto:scaper@forwardpinellas.org) by January 31, 2020.

1. Name of the transportation planning activity
2. The cost, or approximate cost, of the activity
3. If the activity is funded using federal, state, and/or local funding sources
4. If any other partners are involved with the study

An example project that involves local transportation planning funds is the Downtown St. Petersburg Mobility Study, which includes funding from the City of St. Petersburg, the Florida Department of Transportation, and Forward Pinellas. This study has already been accounted for in the development of the UPWP.

Thank you,

**Sarah Caper, AICP**  
Principal Planner  
727-464-5695  
[forwardpinellas.org](http://forwardpinellas.org)

*Forward Pinellas serves as the planning council and metropolitan planning organization for Pinellas County.*

*All government correspondence is subject to the public records law.*

## H. FDOT District 7 Planning Activities

DRAFT



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## I. Review Agency Comments & Staff Responses

DRAFT

WILL BE IN FINAL SUBMITTAL

DRAFT

Task 1.1 Program Development and General Administration					
2023					
Funding Source	FHWA				FY 2023 Total
Contract Number	999-999				
Source Level	PL/FTA	SU	Total		
Lookup Name	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)		
Personnel (salary and benefits)	\$ 245,500	\$ -	\$ 245,500		\$ 245,500
Consultant	\$ 35,000	\$ -	\$ 35,000		\$ 35,000
Travel	\$ 1,000	\$ -	\$ 1,000		\$ 1,000
Direct Expenses	\$ 308,500	\$ -	\$ 308,500		\$ 308,500
Office Supplies	\$ 5,000	\$ -	\$ 5,000		\$ 5,000
Equipment & Furnishings	\$ 30,000	\$ -	\$ 30,000		\$ 30,000
2023 Totals	\$ 625,000	\$ -	\$ 625,000		\$ 625,000
2024					
Funding Source	FHWA				FY 2024 Total
Contract Number	999-999				
Source	PL/FTA	SU	Total		
Lookup Name	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)		
Personnel (salary and benefits)	\$ 265,000	\$ -	\$ 265,000		\$ 265,000
Consultant	\$ 32,500	\$ -	\$ 32,500		\$ 32,500
Travel	\$ 1,000	\$ -	\$ 1,000		\$ 1,000
Direct Expenses	\$ 324,500	\$ -	\$ 324,500		\$ 324,500
Office Supplies	\$ 5,000	\$ -	\$ 5,000		\$ 5,000
Equipment & Furnishings	\$ 23,000	\$ -	\$ 23,000		\$ 23,000
2024 Totals	\$ 651,000	\$ -	\$ 651,000		\$ 651,000

	FY 2023 & 2024 TOTAL	
Personnel (salary and benefits)	\$	510,500
Consultant	\$	67,500
Travel	\$	2,000
Direct Expenses	\$	633,000
Office Supplies	\$	10,000
Equipment & Furnishings	\$	53,000
<b>Total</b>	<b>\$</b>	<b>1,276,000</b>

Task 2.1 Public Participation												
2023												
Funding Source	FHWA 999-999			FY22 FTA 5305 (d) G2647			FY21 FTA 5305 (d) G1V09			Local		FY 2023 Total
Contract Number	PL/FTA		SU	Total		Federal		Total	Pinellas County		Total	
Source Level	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)	2023 FY22 FTA 5305 (d) G2647 (Federal)		2023 FY22 FTA 5305 (d) G2647 (Total)		2021 FTA 5305 (d) G1V09 (Federal)	2021 FTA 5305 (d) G1V09 (Total)	2023 Local (Pinellas County)	2023 Local (Total)	
Lookup Name	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)	2023 FY22 FTA 5305 (d) G2647 (Federal)		2023 FY22 FTA 5305 (d) G2647 (Total)		2021 FTA 5305 (d) G1V09 (Federal)	2021 FTA 5305 (d) G1V09 (Total)	2023 Local (Pinellas County)	2023 Local (Total)	
Personnel (salary and benefits)	\$ 65,000	\$ 35,500	\$ 100,500	\$ -		\$ -		\$ 15,000	\$ 15,000	\$ 4,600	\$ 4,600	\$ 120,100
Consultant	\$ 25,000	\$ 7,000	\$ 32,000	\$ 18,000		\$ 18,000		\$ -	\$ -	\$ -	\$ -	\$ 50,000
Travel	\$ 500	\$ -	\$ 500	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ 500
Direct Expenses	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
OfficeSupplies	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
2023 Totals	\$ 90,500	\$ 42,500	\$ 133,000	\$ 18,000		\$ 18,000		\$ 15,000	\$ 15,000	\$ 4,600	\$ 4,600	\$ 170,600
2024												
Funding Source	FHWA 999-999			Local PC-9999								FY 2024 Total
Contract Number	PL/FTA		SU	Pinellas County		Total			Total	Total		
Source Level	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)	2024 Local PC-9999 (Pinellas County)		2024 Local PC-9999 (Total)			2024 (Total)	2024 (Total)		
Lookup Name	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)	2024 Local PC-9999 (Pinellas County)		2024 Local PC-9999 (Total)			2024 (Total)	2024 (Total)		
Personnel (salary and benefits)	\$ 74,000	\$ 49,909	\$ 123,909	\$ 1,000		\$ 1,000	\$ -		\$ -	\$ -	\$ -	\$ 124,909
Consultant	\$ 20,000	\$ 5,000	\$ 25,000	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 25,000
Travel	\$ 500	\$ -	\$ 500	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ 500
Direct Expenses	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
OfficeSupplies	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -		\$ -	\$ -		\$ -	\$ -	\$ -	\$ -
2024 Totals	\$ 94,500	\$ 54,909	\$ 149,409	\$ 1,000		\$ 1,000	\$ -		\$ -	\$ -	\$ -	\$ 150,409

	FY 2023 & 2024 TOTAL	
Personnel (salary and benefits)	\$	245,009
Consultant	\$	75,000
Travel	\$	1,000
Direct Expenses	\$	-
Office Supplies	\$	-
Equipment & Furnishings	\$	-
Total	\$	321,009

Task 3.1 Monitoring Activities															
2023															
Funding Source	FHWA				FY22 FTA 5305(d)			FY 21 FTA 5305(d)			Local			FY 2023 Total	
Contract Number	999-999				G2647			G1V09			PC-9999				
Source Level	PL/FTA	SU	Total		Federal		Total		Federal	Total		Pinellas County	Total		
Lookup Name	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)		2023 FY22 FTA 5305(d) G2647 (Federal)		2023 FY22 FTA 5305(d) G2647 (Total)		21 FTA 5305(d) G1V09 (Federal)	21 FTA 5305(d) G1V09 (Total)		23 Local PC-9999 (Pinellas County)	2023 Local PC-9999 (Total)		
Personnel (salary and benefits)	\$ 50,629	\$ 30,000	\$ 80,629		\$ 36,000		\$ 36,000		\$ 20,000	\$ 20,000		\$ 9,500	\$ 9,500		
Consultant	\$ 30,000	\$ 22,000	\$ 52,000		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
Travel	\$ 250	\$ -	\$ 250		\$ -		\$ -		\$ -	\$ -		\$ -	\$ 250		
Direct Expenses	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
Supplies	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
Equipment	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
2023 Totals	\$ 80,879	\$ 52,000	\$ 132,879		\$ 36,000		\$ 36,000		\$ 20,000	\$ 20,000		\$ 9,500	\$ 9,500		
2024															
Funding Source	FHWA				Local									FY 2024 Total	
Contract Number	999-999				PC-9999										
Source	PL/FTA	SU	Total		Pinellas County		Total			Total			Total		
Lookup Name	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)		2024 Local PC-9999 (Pinellas County)		2024 Local PC-9999 (Total)			2024 (Total)			2024 (Total)		
Personnel (salary and benefits)	\$ 51,129	\$ 52,230	\$ 103,359		\$ 5,000		\$ 5,000		\$ -	\$ -		\$ -	\$ -		
Consultant	\$ 27,000	\$ 40,000	\$ 67,000		\$ -		\$ -		\$ -	\$ -		\$ -	\$ 67,000		
Travel	\$ 250	\$ -	\$ 250		\$ -		\$ -		\$ -	\$ -		\$ -	\$ 250		
Direct Expenses	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
Office Supplies	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
Equipment & Furnishings	\$ -	\$ -	\$ -		\$ -		\$ -		\$ -	\$ -		\$ -	\$ -		
2024 Totals	\$ 78,379	\$ 92,230	\$ 170,609		\$ 5,000		\$ 5,000		\$ -	\$ -		\$ -	\$ 175,609		

FY 2023 & 2024 TOTAL	
Personnel (salary and benefits)	\$ 254,488
Consultant	\$ 119,000
Travel	\$ 500
Direct Expenses	\$ -
Office Supplies	\$ -
Equipment & Furnishings	\$ -
Total	\$ 373,988

Task 4.1 Systems Planning

2023																			
Funding Source	FHWA 999-999			FY22 FTA 5305(d) G2647		FY 21 FTA 5305(d) G1V09		Local PC-9999		CTD TD-999		FTA 5307 5307-9999		TOD TOD-PSSTA		FY 2023 Total			
Contract Number	SU			Federal		Federal		Pinellas County		State		Federal		Federal					
Source Level	PL/FTA	SU	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Lookup Name	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)	FY22 FTA 5305(d) G2647	FY22 FTA 5305(d) G2647	FTA 5305(d) G1V09	FY 21 FTA 5305(d) G1V09	Local PC-9999	Local PC-9999	CTD TD-999	CTD TD-999	FTA 5307 5307-9999	FTA 5307 5307-9999	TOD TOD-PSSTA	TOD TOD-PSSTA	FY 2023 Total			
Personnel (salary and benefits)	\$ 162,000	\$ 45,000	\$ 207,000	\$ -	\$ -	\$ 80,000	\$ 80,000	\$ 11,300	\$ 11,300	\$ 40,568	\$ 40,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 338,868
Consultant	\$ 250,000	\$ 105,500	\$ 355,500	\$ 169,734	\$ 169,734	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 525,234
Travel	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Totals	\$ 414,000	\$ 150,500	\$ 564,500	\$ 169,734	\$ 169,734	\$ 80,000	\$ 80,000	\$ 11,300	\$ 11,300	\$ 40,568	\$ 40,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 866,102
2024																			
Funding Source	FHWA 999-999			Local PC-9999		CTD TD-999		FTA 5307 5307-9999		TOD TOD-PSSTA		FY 2024 Total							
Contract Number	SU			Pinellas County		State		Federal		Federal									
Source	PL/FTA	SU	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total	Total
Lookup Name	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)	24 Local PC-9999 (Pinellas County)	24 Local PC-9999 (Total)	24 CTD TD-999 (State)	24 CTD TD-999 (Total)	5307 5307-9999	5307 5307-9999	TOD TOD-PSSTA (Federal)	TOD TOD-PSSTA (Total)	FY 2024 Total							
Personnel (salary and benefits)	\$ 233,500	\$ 13,309	\$ 246,809	\$ 5,000	\$ 5,000	\$ 40,568	\$ 40,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 332,377
Consultant	\$ 80,000	\$ 125,000	\$ 205,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 205,000
Travel	\$ 2,000	\$ -	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,000
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024 Totals	\$ 315,500	\$ 178,309	\$ 493,809	\$ 5,000	\$ 5,000	\$ 40,568	\$ 40,568	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 539,377

FY 2023 & 2024 TOTAL	
Personnel (salary and benefits)	\$ 671,245
Consultant	\$ 730,234
Travel	\$ 4,000
Direct Expenses	\$ -
Office Supplies	\$ -
Equipment & Furnishings	\$ -
Total	\$ 1,405,479

**Task 5.1 Transportation Improvement Program Development and Implementation**

2023				
Funding Source	FHWA			FY 2023 Total
Contract Number	999-999			
Source Level	PL/FTA	SU	Total	
Lookup Name	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)	
Personnel (salary and benefits)	\$ 40,000	\$ 30,000	\$ 70,000	\$ 70,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ 500	\$ -	\$ 500	\$ 500
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -
2023 Totals	\$ 40,500	\$ 30,000	\$ 70,500	\$ 70,500
2024				
Funding Source	FHWA			FY 2024 Total
Contract Number	999-999			
Source	PL/FTA	SU	Total	
Lookup Name	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)	
Personnel (salary and benefits)	\$ 45,000	\$ 35,000	\$ 80,000	\$ 80,000
Consultant	\$ -	\$ -	\$ -	\$ -
Travel	\$ 500	\$ -	\$ 500	\$ 500
Direct Expenses	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -
2024 Totals	\$ 45,500	\$ 35,000	\$ 80,500	\$ 80,500

	<b>FY 2023 &amp; 2024 TOTAL</b>	
Personnel (salary and benefits)	\$	<b>150,000</b>
Consultant	\$	-
Travel	\$	<b>1,000</b>
Direct Expenses	\$	-
Office Supplies	\$	-
Equipment & Furnishings	\$	-
<b>Total</b>	<b>\$</b>	<b>151,000</b>



Task 6.1 Long Range Transportation Plan Development and Implementation										
2023										
Funding Source	FHWA			FY22 FTA 5305(d)		FY 21 FTA 5305(d)		Local		FY 2023 Total
Contract Number	999-999			G2647		G1V09		PC-9999		
Source Level	PL/FTA	SU	Total	Federal	Total	Federal	Total	Pinellas County	Total	
Lookup Name	FHWA 999-999 (PL)	FHWA 999-999 (SU)	FHWA 999-999 (Total)	FTA 5305(d) G2647	FTA 5305(d) G2647 (Total)	FTA 5305(d) G1V09	FTA 5305(d) G1V09 (Total)	PC-9999 (Pinellas)	Local PC-9999 (Total)	
Personnel (salary and benefits)	\$ 115,000	\$ 30,000	\$ 145,000	\$ -	\$ -	\$ 30,000	\$ 30,000	\$ 27,600	\$ 27,600	\$ 202,600
Consultant	\$ 400,000	\$ 150,000	\$ 550,000	\$ 67,500	\$ 67,500	\$ -	\$ -	\$ -	\$ -	\$ 617,500
Travel	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2023 Totals	\$ 518,000	\$ 180,000	\$ 698,000	\$ 67,500	\$ 67,500	\$ 30,000	\$ 30,000	\$ 27,600	\$ 27,600	\$ 823,100
2024										
Funding Source	FHWA			Local						FY 2024 Total
Contract Number	999-999			PC-9999						
Source	PL/FTA	SU	Total	Pinellas County	Total		Total		Total	
MPO Budget Reference										
Lookup Name	FHWA 999-999 (PL)	FHWA 999-999 (SU)	FHWA 999-999 (Total)	PC-9999 (Pinellas)	Local PC-9999 (Total)		2024 (Total)		2024 (Total)	
Personnel (salary and benefits)	\$ 168,000	\$ 20,230	\$ 188,230	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 203,230
Consultant	\$ 300,000	\$ 75,000	\$ 375,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 375,000
Travel	\$ 3,000	\$ -	\$ 3,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
2024 Totals	\$ 471,000	\$ 95,230	\$ 566,230	\$ 15,000	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ 581,230

FY 2023 & 2024 TOTAL	
Personnel (salary and benefits)	\$ 405,830
Consultant	\$ 992,500
Travel	\$ 6,000
Direct Expenses	\$ -
Office Supplies	\$ -
Equipment & Furnishings	\$ -
<b>Total</b>	<b>\$ 1,404,330</b>

Task 7.1 Regional Planning and Coordination												
2023												
Funding Source	FHWA 999-999			FY22 FTA 5305(d) G2647		FY 21 FTA 5305(d) G1V09		Local PC-9999			FY 2023 Total	
Contract Number	PL/FTA	SU	Total	Federal	Total	Federal	Total	Pinellas County	Total			
Source Level	PL/FTA	SU	Total	Federal	Total	Federal	Total	Pinellas County	Total			
MPO Budget Reference	PL/FTA	SU	Total	Federal	Total	Federal	Total	Pinellas County	Total			
Lookup Name	2023 FHWA 999-999 (PL/FT	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)	2023 FY22 FTA 5305(d) G2647 (Federal)	2023 FY22 FTA 5305(d) G2647 (Total)	2023 FY 21 FTA 5305(d) G1V09 (Federal)	2023 FY 21 FTA 5305(d) G1V09 (Total)	2023 Local PC-9999 (Pinellas County)	2023 Local PC-9999 (Total)			
Personnel (salary and benefits)	\$ 62,000	\$ 20,000	\$ 82,000	\$ 10,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 7,273	\$ 7,273	\$ 119,273		
Consultant	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000		
Travel	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500		
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2023 Totals	\$ 68,500	\$ 20,000	\$ 88,500	\$ 10,000	\$ 10,000	\$ 20,000	\$ 20,000	\$ 7,273	\$ 7,273	\$ 125,773		
2024												
Funding Source	FHWA 999-999			Local PC-9999							FY 2024 Total	
Contract Number	PL/FTA	SU	Total	Pinellas County	Total		Total		Total			
Source	PL/FTA	SU	Total	Pinellas County	Total		Total		Total			
MPO Budget Reference	PL/FTA	SU	Total	Pinellas County	Total		Total		Total			
Lookup Name	2024 FHWA 999-999 (PL/FT	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)	2024 Local PC-9999 (Pinellas County)	2024 Local PC-9999 (Total)		2024 (Total)		2024 (Total)			
Personnel (salary and benefits)	\$ 74,000	\$ 25,345	\$ 99,345	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 101,345		
Consultant	\$ 5,000	\$ -	\$ 5,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,000		
Travel	\$ 1,500	\$ -	\$ 1,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,500		
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
2024 Totals	\$ 80,500	\$ 25,345	\$ 105,845	\$ 2,000	\$ 2,000	\$ -	\$ -	\$ -	\$ -	\$ 107,845		

FY 2023 & 2024 TOTAL		
Personnel (salary and benefits)	\$	220,618
Consultant	\$	10,000
Travel	\$	3,000
Direct Expenses	\$	-
Office Supplies	\$	-
Equipment & Furnishings	\$	-
<b>Total</b>	<b>\$</b>	<b>233,618</b>

Task 8.1 Special Projects															
Funding Source Contract Number	FHWA 999-999				2023 FY22 FTA 5305(d) G2647				FY 21 FTA 5305(d) G1V09				Local PC-9999		FY 2023 Total
	PL/FTA	SU	Total		Federal		Total		Federal		Total		Pinellas County	Total	
Source Level	2023 FHWA 999-999 (PL/FTA)	2023 FHWA 999-999 (SU)	2023 FHWA 999-999 (Total)		2023 FY22 FTA 5305(d) G2647 (Federal)		2023 FY22 FTA 5305(d) G2647 (Total)		2023 FY 21 FTA 5305(d) G1V09 (Federal)		23 FY 21 FTA 5305(d) G1V09 (Total)		2023 Local PC-9999 (Pinellas)	2023 Local PC-9999 (Total)	
Lookup Name															
Personnel (salary and benefits)	\$ 20,509	\$ 50,000	\$ 70,509	\$ -	\$ 70,509	\$ -	\$ -	\$ 35,000	\$ -	\$ 35,000	\$ -	\$ 28,282	\$ 28,282	\$ 133,791	
Consultant	\$ 150,000	\$ 75,000	\$ 225,000	\$ -	\$ 225,000	\$ -	\$ 121,500	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 346,500	
Travel	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2023 Totals	\$ 171,509	\$ 125,000	\$ 296,509	\$ -	\$ 296,509	\$ -	\$ 121,500	\$ -	\$ 121,500	\$ 35,000	\$ -	\$ 35,000	\$ 28,282	\$ 481,291	
2024															
Funding Source Contract Number	FHWA 999-999				Local PC-9999										FY 2024 Total
	PL/FTA	SU	Total		Pinellas County		Total				Total		Total		
Source Level	2024 FHWA 999-999 (PL/FTA)	2024 FHWA 999-999 (SU)	2024 FHWA 999-999 (Total)		2024 Local PC-9999 (Pinellas County)		2024 Local PC-9999 (Total)				2024 (Total)		2024 (Total)		
Lookup Name															
Personnel (salary and benefits)	\$ 15,000	\$ 8,977	\$ 23,977	\$ -	\$ 23,977	\$ 19,282	\$ -	\$ 19,282	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 43,259	
Consultant	\$ 20,000	\$ 110,000	\$ 130,000	\$ -	\$ 130,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 130,000	
Travel	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ 1,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,000	
Direct Expenses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Equipment & Furnishings	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2024 Totals	\$ 36,000	\$ 118,977	\$ 154,977	\$ -	\$ 154,977	\$ 19,282	\$ -	\$ 19,282	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 174,259	

FY 2023 & 2024 TOTAL		
Personnel (salary and benefits)	\$	177,050
Consultant	\$	476,500
Travel	\$	2,000
Direct Expenses	\$	-
Office Supplies	\$	-
Equipment & Furnishings	\$	-
Total	\$	655,550

### 9.1 Sun Coast Transportation Planning Alliance Shared Activities Detailed Breakdown

2023							
Funding Source		Transfer from		FHWA		Local	FY 2023 Total
Source Level				PL/FTA	Total	Local	
Lead Agency:	Forward Pinellas		\$	5,000	\$	5,000	
(Other contributing Agencies)	Hillsborough TPO	Yes			\$	-	\$ 5,000
	Sarasota/Manatee	Yes			\$	-	\$ 5,000
	Polk TPO	Yes			\$	-	\$ 5,000
	Hernando/Citrus	Yes			\$	-	\$ 5,000
	Pasco MPO	Yes			\$	-	\$ 5,000
Subtotal			\$	5,000	\$	5,000	\$ 25,000
					\$	25,000	\$ 30,000

**March 9, 2022**

**6D. Pinellas Planning Council Preliminary Budget Discussion**



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**SUMMARY**

Our staff works closely with Pinellas County's Office of Management and Budget (OMB) to develop a budget for the Pinellas Planning Council (PPC) each year. These funds are used to carry out the primary responsibilities of the PPC, which include the administration of the Countywide Plan, providing technical assistance to our local government partners, and conducting special studies and research. The federal grants awarded to the Metropolitan Planning Organization as reimbursement for its planning and operating expenditures are reflected in the PPC's budget. When there is an alignment of need, support from partners, and the availability of resources, broader strategic initiatives have also been partially or completely funded in prior years, such as the Gateway Master Plan, the Advantage Pinellas Active Transportation Plan, the Target Employment and Industrial Land Study Update, and the Investment Corridor Transition Plan.

Forward Pinellas staff developed the preliminary budget outline for FY23 with a conservative financial outlook while ensuring spending priorities are aligned with the agency's mission. The timeline for this budget cycle has been accelerated and the attached draft budget outline was due to OMB by February 28, 2022. The draft budget outline will be refined over the next several months based on direction from the board, as well as updated financial projections from OMB and the Property Appraiser's Office (PAO). The Executive Director is scheduled to discuss the PPC's preliminary budget outline with the Board of County Commissioners in June.

Below is a summary of the preliminary FY23 budget outline:

- Forward Pinellas staff has prepared a budget outline that can be funded within the present revenue stream at the current millage rate of 0.0150.
- Property tax revenues are projected to increase by 6.8%; Salaries and Benefits are projected to increase by 3.4%, and Operating Expenses are projected to decrease by 18% (as compared to FY22).
- The decrease in Operating Expenses is primarily due to spending down the unassigned fund balance as directed by the board. This was the primary funding source for special projects like those noted above whose costs were covered in the Contractual Support Services line item. However, this reduced funding level still provides the ability to accomplish the following agency priorities while adhering to OMB guidance:
  - Carryover funds needed to complete the Investment Corridor Transition Plan (\$286,000)
  - Carryover funds needed to continue the partnership with Pinellas County's

Housing and Community Development Department for the urban design services pilot program (\$50,000)

- Continue the Fellowship Agreement with the University of South Florida's Urban and Regional Planning Program (\$6,600)
  - Allocate funding to meet the board's policy goal of maintaining at least 10% of expenditures in reserves
  - Increase certain line-item costs (i.e., equipment and furnishings, printing and binding, supplies, etc.) per OMB guidance
  - Allocate funding for an increase in Intergovernmental Service Charges (+\$10,342)
  - SunRunner Rising Development Study – Phase II (in-kind support)
  - Countywide Housing Compact (in-kind support)
  - Economic Development Symposium (in-kind support)
  - Countywide Plan Amendment Package (staff-led)
- The preliminary FY23 budget maintains \$635,807 in the reserve account.

With the board's input, and as preliminary estimates of ad valorem taxable values are made available from the PAO and other expenses are refined, this first draft of the budget will be modified and brought back for further discussion in June.

**ATTACHMENTS(S):**

- FY23 Preliminary Budget Outline
- [Presentation](#)

**ACTION:** None required; informational item only.

Description	FY22 Adopted Budget	FY22 Year End Estimate	FY23 Budget Estimate	Comments
<b>FY Est Beg Fund Balance</b>	<b>1,811,030</b>	<b>1,183,066</b>	<b>1,153,929</b>	
<b>Income</b>				
<b>TAX REVENUE</b>	1,393,140	1,393,140	1,487,874	<i>Assumption 6.8% Growth in Tax Base</i>
<b>LOCAL ASST. CONTRACT SERVICES</b>	10,100	5,000	20,000	<i>PPC will update the Comprehensive Plans for 8 communities</i>
<b>INTEREST</b>	2,020	290	293	
<b>MPO CHARGES FOR SERVICES (REV)</b>	1,602,870	1,123,018	1,390,000	
<b>Total Income</b>	<b>4,819,160</b>	<b>3,704,514</b>	<b>4,052,096</b>	
<b>Expenses</b>				<i>Assumption 2.8% Growth / Increase</i>
<b>Govt Wide Expenses Only</b>	58,810		60,163	<i>We don't normally budget for Govt Wide Expenses. This is something the CPA factors in during the audit process - Assumption 2.3% incr over prior yr</i>
<b>1.01 · SALARIES &amp; WAGES</b>	1,441,110	1,360,622	1,406,883	<i>Assume 3.4% increase</i>
<b>1.02 · FICA &amp; BENEFITS</b>	655,420	637,584	659,262	<i>Assume 3.4% increase</i>
<b>Total Payroll, Taxes, and Benefits</b>	<b>2,096,530</b>	<b>1,998,206</b>	<b>2,066,145</b>	
<b>2.01 · CONTRACTUAL SUPPORT SERVICES</b>	1,000,000	505,000	342,600	<i>\$6,600-USF EBA, \$286K Invest Corridor, \$50K design studio - \$336K carryover from prior yr</i>
<b>2.03 · RENT</b>	82,400	87,254	89,872	<i>A lease amendment was signed in April 21, 2021</i>
<b>2.04 · EQUIPMENT AND FURNISHINGS</b>	10,230	15,179	10,516	
<b>2.05 · TELEPHONE</b>	4,100	3,456	4,215	
<b>2.06 · MAIL</b>	3,070	2,540	3,156	
<b>2.07 · ADVERTISING NOTICE</b>	30,000	18,906	30,000	<i>Remain flat - Only spent 63% of budgeted amt in FY22</i>
<b>2.08 · PRINTING</b>	5,320	7,775	5,469	
<b>2.09 · OFFICE SUPPLIES &amp; MATERIALS</b>	19,040	2,801	19,040	<i>Remain flat - Only spent 14% of budgeted amt in FY22</i>
<b>2.10 · PROP. APP. &amp; TAX COLL COMMISSIO</b>	29,340	37,074	39,362	
<b>2.11 · TRAVEL</b>	10,230	954	10,516	
<b>2.12 · COMMUNICATIONS, ADVOCACY, &amp; EDU</b>	20,000	16,460	20,000	<i>Remain flat - Assumption - Limited travel for education and training due to virtual options</i>
<b>2.13 · AUDIT</b>	26,140	16,488	26,872	
<b>2.15 · COUNCIL ACTIVITIES</b>	9,210	8,321	9,468	
<b>2.16 · CONTINGENCY</b>	370,000	364,466	350,000	<i>10% of Total Est Expenditures (Forward Pinellas Board policy)</i>
<b>2.17 · RISK ALLOCATION</b>	9,110	-	9,365	<i>Monthly charge</i>
<b>2.19 - INTERGOV SVCS</b>	369,350	369,350	379,692	
	<b>1,997,540</b>	<b>1,456,024</b>	<b>1,350,143</b>	
<b>Total Operating Expense</b>	<b>4,094,070</b>	<b>3,454,230</b>	<b>3,416,288</b>	
<b>Revenues Less Expenditures</b>	<b>725,090</b>	<b>250,284</b>	<b>635,807</b>	

**March 9, 2022**

## **6E. Forward Pinellas Equity Assessment Update**



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### **SUMMARY**

For the past year, Forward Pinellas has been conducting an equity assessment of agency operations and planning activities. The goal is to ensure the Forward Pinellas mission to “provide leadership to align resources and plans that help to achieve a compelling vision for Pinellas County, our individual communities and our region” is both inclusionary and equitable.

As part of this assessment, Forward Pinellas has conducted research, stakeholder engagement, and analysis for the development of a forward-looking strategic plan to enhance equity within Forward Pinellas staff, governance, and committee structure, as well as Forward Pinellas work products. Additionally, the equity assessment has researched the systems, policies, and practices that have resulted in inequity, particularly among ethnic minorities, in Pinellas County.

In conjunction with this research, Forward Pinellas has developed a series of draft actions to ensure that agency planning efforts are inclusive and result in equitable outcomes for the entire community. The draft action items are based on agency-wide equity policies which have specific objectives and measurable strategies. The action items are based on a temporal scale of near-term, mid-term and long-term, and will be associated long-term monitoring to encourage continual adaptive management. A Forward Pinellas staff member will provide an update on the findings of this assessment as well as an overview of the draft action items.

### **ATTACHMENT(S):**

- [Final Draft Forward Pinellas Equity Assessment](#)
- [Presentation](#)

**ACTION:** Board to approve the Forward Pinellas Equity Assessment Action Plan.



**March 9, 2022**

**6F. Waterborne Transportation Committee Recommendations**



**SUMMARY**

One of the key initiatives under the Enhancing Beach Community Access SPOTlight Emphasis Area is strengthening and expanding waterborne transportation in Pinellas County and regionally. Over the last few years, various public and private entities have initiated waterborne transportation services with varying degrees of success. While there appears to be a desire to continue and expand service, there is also an issue of funding uncertainty, unclear public investment priorities, and program oversight. At its January 8, 2020 meeting, the Forward Pinellas Board formed a committee to look at waterborne transportation challenges and opportunities for Pinellas County. The membership of the committee includes Councilmember Brandi Gabbard, Mayor Julie Bujalski, Councilmember David Allbritton, Commissioner Suzy Sofer, Commissioner Janet Long, and Mayor Cookie Kennedy, who serves as committee chair. The committee was formed to discuss the role of the public sector in providing continuing support for service development, operations, and monitoring by examining the different funding, operating, and administrative arrangements for waterborne transportation. The committee has met six times.

After reviewing existing and future service opportunities, the committee has worked with staff and partners to identify a systemwide vision for waterborne service in Pinellas County and to develop a plan to restart regularly scheduled service between downtown Clearwater, Clearwater Beach, and Dunedin. The committee has also worked with staff and partners to develop a Countywide Draft Policy for Waterborne Transportation to establish clear criteria for the prioritization of waterborne transportation options employed in Pinellas County so that continued and expanded service may adequately serve our residents, visitors, and businesses alike. Staff has also engaged the committee in developing a revised section of the Advantage Pinellas 2045 Long Range Transportation Plan, which includes the Waterborne Transportation System Plan and an expanded section on waterborne transportation. Staff has also worked with the committee to develop a set of recommendations that address the adoption of an amendment to the Advantage Pinellas 2045 Long Range Transportation Plan to add the revised Waterborne Transportation Section; adoption of the Countywide Draft Policy for Waterborne Transportation; other considerations related to waterborne service phasing; and administrative roles and responsibilities for program performance, monitoring, and evaluation.

During this presentation, staff will provide an overview of the committee's charge and purpose, achievements to date, recommendations, the revised Advantage Pinellas 2045 Long Range Transportation Plan Waterborne Transportation Section, and the Countywide Draft Policy for Waterborne Transportation.

**ATTACHMENT(S):**

- Waterborne Committee Recommendations
- Revised Advantage Pinellas 2045 Long Range Transportation Plan Waterborne Transportation Section
- Countywide Draft Policy for Waterborne Transportation
- [Presentation](#)

**ACTION:** Board, in its role as the Metropolitan Planning Organization, to vote to adopt the Waterborne Transportation Committee Recommendations; amend the Advantage Pinellas 2045 Long Range Transportation Plan to add the revised Waterborne Transportation Section and adopt the Countywide Draft Policy for Waterborne Transportation.



## **WATERBORNE TRANSPORTATION COMMITTEE MEETING**

**February 24, 2022 – 1:00 p.m.**

Tampa Bay Regional Planning Council  
4000 Gateway Centre Blvd #100, Pinellas Park, FL 33782

### **THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY**

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## **COMMITTEE RECOMMENDATIONS**

Forward Pinellas staff have developed the following recommendations that have been adopted by the Waterborne Transportation Committee:

- The Forward Pinellas Waterborne Transportation Committee recommends the Forward Pinellas Board amend the Advantage Pinellas 2045 Long Range Transportation Plan to include the Waterborne Transportation System Plan and an expanded section on waterborne transportation. While there is currently a short section on waterborne transportation within the LRTP, additional detail on a systemwide vision will aid in setting priorities for waterborne projects moving forward.
- The Forward Pinellas Waterborne Transportation Committee recommends the Forward Pinellas Board adopt the Countywide Policy for Waterborne Transportation. This policy establishes clear criteria for the prioritization of waterborne transportation options employed in Pinellas County so that continued and expanded service may adequately serve our residents, visitors, and businesses alike. Given the nature of eligible grant funds for waterborne efforts, it is essential that the county and/or local governments contribute a share of funding to countywide waterborne transportation. Strategies for determining eligible expenditures, phasing and evaluation of services are included in the policy.
- The Forward Pinellas Waterborne Transportation Committee recommends the establishment of a sustainable phasing strategy that uses federal and state grants to support waterborne service development and expansion as an integrated component of the public transportation system. The phasing strategy will require local operating commitments and a match for capital grants, which is a condition for expanding service. Determination of route feasibility will be based on county and/or local government funding availability and a multi-year commitment; operational and infrastructure cost estimates; and ridership forecasts for proposed routes identified in the system plan. Identification of viable federal, state, and local funding options will be facilitated through continued coordination with federal, state, regional and local government partners.
- The Forward Pinellas Waterborne Transportation Committee recommends that the Pinellas Suncoast Transit Authority (PSTA) serve as the administrative and contracting entity for waterborne transportation service within Pinellas County. PSTA is an eligible recipient of federal, state, and local funds, enabling the agency to contract with one or more private operators for service delivery. Regional waterborne transportation services that connect Pinellas County to other jurisdictions may be administered by other entities.
- The Forward Pinellas Waterborne Transportation Committee recommends Forward Pinellas staff engage in continued monitoring and reporting of waterborne transportation services and their cost-effectiveness using data provided by PSTA and any selected operator(s) of waterborne services. The Committee will continue to play a role in supporting

existing and future service coordination and collaboration and will be convened as necessary to review and discuss findings and next steps. These continued efforts will play a key role in implementation of a system plan for waterborne transportation services throughout the County. The goal is to create an integrated transportation network that provides quick, accessible, and reliable service for the entire County, which is in line with the goals and objectives outlined in Advantage Pinellas.



## THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

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### DRAFT ADVANTAGE PINELLAS 2045 LONG RANGE TRANSPORTATION PLAN

#### WATERBORNE TRANSPORTATION SECTION

Our residents look to the advantage of a resilient community as a guide for investing in transportation modes that are reliable and relieve traffic congestion. An example of a mode uniquely available to a coastal county is waterborne transportation. Waterborne transportation is of countywide interest and significance, as it serves as a key transportation asset within Pinellas County. As such, this amendment to the Advantage Pinellas Long Range Transportation Plan is to recognize the importance of waterborne transportation within the county. Waterborne transportation:

- Provides for congestion reduction and serves as a more environmentally friendly alternate mode of travel.
- Is positioned as a key economic driver for many of Pinellas County's businesses and major destinations near the Tampa Bay waterfront. Pinellas County stands to benefit considerably from continued waterborne transportation services.
- Serves residents and tourists with a meaningful alternative to vehicular travel, and as such must be incorporated into the county's transportation network.
- Will be evaluated through continued monitoring and reporting to show the value and return on investment that the service provides to the County.

Waterborne assets within Pinellas County have included the Clearwater Ferry, Hubbard's Ferry (formerly the Tampa Bay Ferry & Water Taxi) and the Cross Bay Ferry and have served Pinellas County and the Tampa Bay Region as a critical means of both worker and tourist mobility, especially during peak tourist season, which draws more than 15 million visitors annually.

The Clearwater Ferry operates on the west side of the county and is used to access employment and entertainment. The waterborne routes connect our unique communities of Dunedin, Downtown Clearwater and Clearwater Beach, with stops situated along the Intracoastal Waterway. The main roadway to Clearwater Beach can be heavily congested, particularly during peak tourist season, and accessing this regional asset can be a challenge. The Clearwater Ferry provides a reliable option to reach both employment and attraction destinations, uninhibited by roadway congestion.

The Hubbard's Ferry is also located on the west side of the county and provides service from Ft. Desoto Park to Egmont Key and to Shell Key, which expands access to these recreational amenities.

The Cross Bay Ferry is located on the east side of the county and started as a pilot project in 2016. This regional effort was designed to lay the foundation for permanent ferry service connecting downtown St. Petersburg to downtown Tampa (with potentially additional future locations) across Tampa Bay. As the ferry service provides access to our two largest downtowns in the region, it can be used for commuting and to visit many events and community focal points on either side of the bay. The Cross Bay Ferry service program is a collaboration between St. Petersburg, Tampa, Hillsborough County, and Pinellas County.

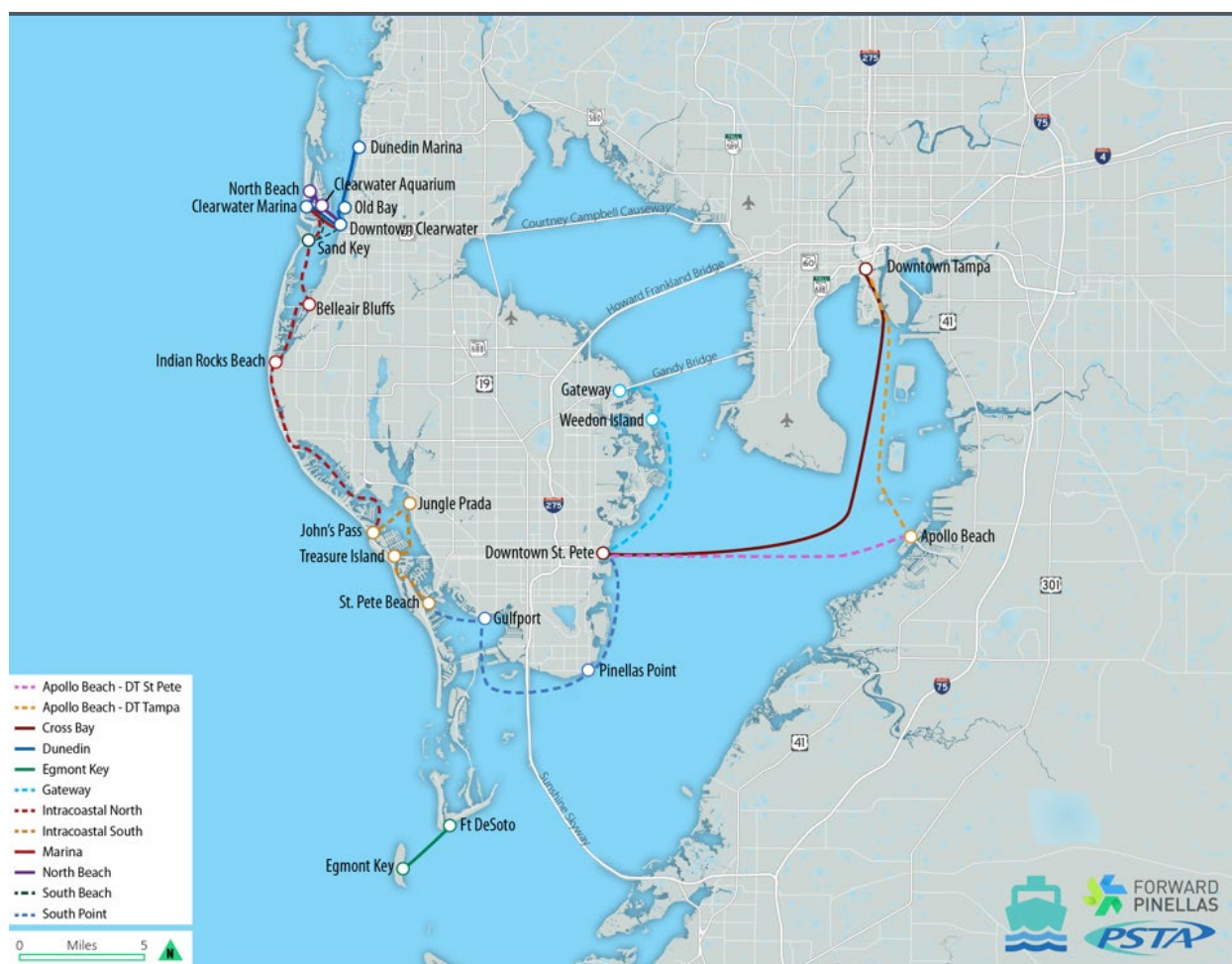
The Cross Bay Ferry docking area is located in the North Yacht Basin in St. Petersburg and near the Tampa Convention Center in Tampa. It can be accessed by public transportation, cycling and walking. Ample public parking is nearby. With only three bridges and limited land crossings between Hillsborough and Pinellas, the Cross Bay Ferry offers a scenic and reliable mode for travelers to avoid sometimes very lengthy roadway bottlenecks in the region, helping to reduce vehicular travel demand and congestion. According to local surveys from the City of St. Petersburg regarding usage of the Cross Bay Ferry, the average passenger spends an estimated \$40 once they reached their destination of either Tampa or St. Petersburg, contributing \$1.6 million annually in sales to local economies, and as such serves as a key economic driver within Pinellas County.

The Pinellas County MPO previously studied waterborne transportation in 2003-04, including developing a system plan and phased implementation strategy. At the time, the Pinellas County MPO Board decided that the private sector should be the driver of waterborne service, not the public sector. Recognizing the important role of waterborne transportation as an economic driver in Pinellas County with its constrained roadway network and serving as a viable alternative to vehicular travel, more recently, Forward Pinellas established the Forward Pinellas Waterborne Transportation Committee in 2020. One of the key issues under the Enhancing Beach Community Access SPOTlight emphasis area has been the subject of expanding waterborne transportation in Pinellas County and regionally. Over the last few years, various public and private entities have funded and operated waterborne transportation service. While there appears to be a desire to continue and expand service, there is also an issue of funding uncertainty, unclear public investment priorities and program oversight. Forward Pinellas has established waterborne transportation as a priority since 2016, and the Committee was created to discuss the role of the public sector in providing continuing support for service development, operations and monitoring by examining the different funding, operating and administrative arrangements for waterborne transportation. Recommendations of the committee to the Forward Pinellas board would address potential policies, county and/or local government funding criteria and strategies, and administrative roles and responsibilities for program performance.

Advantage Pinellas recognizes the important role that waterborne transportation can play in our multimodal transportation system. Through this Plan, funding has been set aside to improve both local and regional transit services that could include an expansion of the

waterborne transportation network. Advantage Pinellas sets aside \$1.5M annually for transit capital projects. In addition, \$500k is set aside annually for regional transit capital investments. As waterborne projects are identified and included in the LRTP, they will also be eligible for discretionary and formula grant funds reserved for waterborne transportation projects.

Advantage Pinellas includes a waterborne system plan that reflects existing waterborne routes as well as future unfunded needs for waterborne transportation. This system plan was developed in consultation with the Waterborne Transportation Committee and can be seen in **Figure XX**. The system plan will be used to help prioritize federal, state, and local funding for future waterborne routes within the county and regionally. In addition to the system plan, a Countywide Policy for Waterborne Transportation has been developed in consultation with the Committee that aims to establish clear criteria for the continued funding, expansion, and maintenance of waterborne transportation options in Pinellas County so that continued service may adequately serve our residents, tourists, and businesses alike into the future.



As waterborne service is integrated into the county's transportation network, continued monitoring and reporting is key to ensuring that the service is providing a valuable return on investment. A series of reporting and evaluation metrics will be established to determine the effectiveness of funded waterborne projects. These include establishing deadlines for the implementation of projects that have received county and/or local government funding, as well

as evaluation cycles to ensure the county and/or local government funding is being effectively utilized. Forward Pinellas has committed to working with local, regional and state partners to identify potential future ferry services and to develop funding programs to help advance the expansion of this transportation asset for our communities. Through the work of the Forward Pinellas Waterborne Transportation Committee and our partners, we will continue to support the success and expansion of the waterborne transportation system within Pinellas County.





## THE PLANNING COUNCIL AND METROPOLITAN PLANNING ORGANIZATION FOR PINELLAS COUNTY

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### COUNTYWIDE DRAFT POLICY FOR WATERBORNE TRANSPORTATION

#### Background:

Since 2015 waterborne transportation has served as a key transportation asset within Pinellas County serving residents and tourists with a meaningful alternative to vehicular travel. These waterborne assets have included the Clearwater Ferry, Cross Bay Ferry, and Hubbard's Ferry, and have provided a viable means of resident and tourist mobility during peak tourist seasons, which bring up to 15 million visitors annually. This in turn has also positioned waterborne transportation as a key economic driver for many of Pinellas County's businesses and key destinations. For example, according to a survey of Cross Bay Ferry riders conducted by the City of St. Petersburg, the average passenger spends an estimated \$40 at each destination, contributing \$1.6 million annually in sales to local economies. Given this information, Pinellas County and its municipalities stand to benefit from incorporating waterborne transportation service into the county's transportation network, as well as continuing waterborne transportation services that reflect the county's geography and economic drivers.

This policy effort aims to establish clear criteria for the continued funding, including capital expansion, operations and maintenance of waterborne transportation options in Pinellas County so that continued service may adequately serve our residents, tourists, and businesses alike. Given the nature of potential grant funding sources for waterborne initiatives, such as the Federal Transit Administration's (FTA) Passenger Ferry Grant, which requires a minimum 20% match from local governments to receive federal funds, local dollars must be allocated to waterborne transportation to develop and sustain the system. An explanation of eligible expenditures, county and/or local government funding requirements, and a description of reporting and evaluation processes are included below. These efforts should be considered with the intent to expand services in an environmentally sustainable way that includes the long term adoption of hybrid electric vehicles to continue and expand upon existing services.

#### Eligible Expenditures:

Eligible expenditures for new and existing waterborne transportation projects include expenses related to the acquisition of vessels, operations and maintenance, and support infrastructure in the form of docks, ramps, pilings, etc.

For those eligible expenditures to be considered for funding, several criteria must first be established to determine if a location is consistent with the vision of the Waterborne Transportation System Plan. The following is a proposed scoring matrix of criteria that will be used to determine waterborne project phasing based on the matrix final score using the measurable factors listed below. *NOTE: Regardless of the scoring matrix, all new projects must fall within the established System Plan within the Forward Pinellas L RTP to qualify for funding.*

Eligible Expenditure Criteria	Description	Score (1-5)	Max Score Possible for Each Criteria
Contributes to Local Redevelopment Efforts	Proposed stop in an activity center or multimodal corridor.	5	5
Managing Local Congestion	AM/PM peak VC ratio greater than the countywide average within a 0.25 mile radius of the proposed stop.	10	10
Proximity to Transit	Falls within a 0.25 mile radius of existing transit service (Multiplier x 1) Falls within a 0.25 mile radius of frequent local service (Multiplier x 3)	5	15
Frequency of Service	Frequency below 30 minute or better threshold (multiplier x 1) Frequency of 30 minutes or better (multiplier x 2)	3	6
Near Major Attractors (Business Hubs, Restaurants, Hotels, or other Major Economic Drivers for Pinellas County)	10 or more businesses within a 0.5 mile radius (multiplier 0.5) 20 or more businesses within a 0.5 mile radius (multiplier x 1.5) 30 or more businesses within a 0.5 mile radius (multiplier x 3)	5	15
Presence of Bicycle and Pedestrian Infrastructure	Sidewalks within 0.25 miles (multiplier x 1) Bicycle facilities within 0.25 miles (multiplier x 3)	3	12
Tourism	Destination within VSPC Top Ten Tourist Destinations (Multiplier x 1) Destination within VSPC Top 5 Tourist Destinations (Multiplier x 3)	5	15
Local Government and/or County Match of Funds	Local Government and/or County Match of Funds	10	10
<b>MAX Score</b>			<b>88</b>

### Reporting and Evaluation:

In addition to establishing clear funding criteria for waterborne transportation, it is also important to establish a series of reporting and evaluation metrics to determine the effectiveness of funded waterborne projects. These include establishing deadlines for the implementation of projects that have received county and/or municipal funding, as well as evaluation cycles to ensure the funding is being effectively utilized. If it is determined that

projects are unable to meet required deadlines or are unable to meet required evaluation criteria, funds for the project shall be terminated. The evaluation mechanisms for waterborne transportation shall include the following:

- i. All waterborne transportation projects that receive funding through this policy must be implemented at the desired service location within three years of being funded.
- ii. An annual survey of riders for the first three years of service, and as necessary thereafter, to determine travel patterns and impacts to local economies, like the work done by the City of St. Petersburg regarding the Cross-Bay Ferry, must be conducted to determine usage characteristics and benefits.
- iii. Waterborne transportation projects shall be subject to monthly reporting similar to the Cross-Bay Ferry. This could include monthly documentation of metrics such as the following:
  - Passenger Count
  - On Time Departures
  - Delayed Departures
  - Average Trip Duration
  - Fare Distribution
  - Monthly Passenger Miles of Capacity
  - Monthly Passenger Miles Utilized
  - Monthly Revenue Summary
  - Any Incidents or Missed Sailings
- iv. Continued reevaluation of “Eligible Expenditures” scoring matrix to ensure service is continuing to meet the criteria for funding.
- v. The completion of an effectiveness assessment every three years to adequately assess contributions made by the county and municipalities towards waterborne efforts. This should include an evaluation of the following:
  - Who is being served by this service?
  - What is the current ridership and how does it compare to other waterborne transit options countywide and regionally?
  - What is the revenue trend for the location of service?
  - What is the rationale for continued service at this location?
- vi. The county and/or local government funding subsidy for waterborne transportation shall be replaced by a dedicated funding source within 5 years of restored service. It is the goal of this policy framework to off-set as much county and/or local government general revenue funding as possible. This may include public-private partnerships in the form of advertising, promotions, and sponsorship revenues that would replace a portion of county and local government operating assistance.
- vii. PSTA and Forward Pinellas will produce a subsidy profile each year that shows the level of public subsidy relative to operating costs.

**March 9, 2022**

**7. Director's Report**

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The Executive Director will update and/or seek input from board members on the following items:

- A. SPOTlight Update
- B. Forward Pinellas Legislative Committee Update
- C. BCC Transportation Work Session from March 3<sup>rd</sup> Update
- D. Cancellation of the July or August Board Meeting – Action

**ATTACHMENT(S):** None

**March 9, 2022**

**7A. SPOTlight Emphasis Areas Update**

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**SUMMARY**

The Executive Director will provide an update on the status of the activities related to the adopted SPOTlight Emphasis Areas, which include Enhancing Beach Community Access, a Vision for the US 19 Corridor, the Gateway/Mid-County Area Master Plan (now reduced in emphasis), and the newest topic, Innovations in Target Employment and Jobs Access.

Topics include:

- Update on Honeymoon Island State Park and Dunedin Causeway corridor improvements
- Target Employment and Industrial Lands Study update

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.

**March 9, 2022**

**7B. Forward Pinellas Legislative Committee Update**



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**SUMMARY**


The 2022 legislative session will conclude on Friday, March 11<sup>th</sup>.

The Legislative Committee will meet again on March 9, 2022 in advance of the board meeting to review the status of any bills of interest.

The executive director and/or committee chair will brief the board on the latest activities and meeting outcomes.

**ATTACHMENT(S):** One-pager regarding transit priorities

**ACTION:** None required; informational item only.



The Advantage Pinellas Framework reflects a countywide commitment to connect well-paying jobs and job training to affordable and workforce housing options with quality transportation options.

# TRANSIT PRIORITIES

## PHASE 1

### **WATERBORNE SERVICE: CLEARWATER/DUNEDIN RESTART PLAN**

**Total Cost Over Three Years: \$1,897,448**

**Operating: \$1,797,448; Capital: \$100,000**

Support for the restart of Clearwater/Dunedin ferry service in FY23.

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### **WATERBORNE SERVICE: CROSS-BAY FERRY SERVICE**

**Total Cost of Cross-Bay Ferry (Pinellas County & St. Pete Only): \$2,591,633**

**Current Contributions: Each jurisdiction is contributing \$1.3M over five years**

Support for continued operations for the Cross Bay Ferry. The Hillsborough Area Regional Transit Authority has been awarded a \$4.9 million grant from FTA for the Cross-Bay Ferry.

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### **MODERN CLEARWATER TRANSIT CENTER**

**Total Cost: \$34,400,000**

Expansion and replacement of Clearwater Transit Center with 16 bus bays, a customer service center, and multi-modal connections.

## OTHER TRANSIT IMPROVEMENTS

**34th Street Bus Rapid Transit Service**

**727 Express Service from Downtown St. Petersburg to TIA**

**Express Service from Downtown Clearwater to TIA**

**Increase Frequency of Jolley Trolley Service (Alt 19) Coastal Route**

**Alt 19 Investment Corridor Limited Stop Express Service**







# FUNDING OPTIONS

## Federal Funding Programs:

- Grants for Bus and Bus Facilities Program
- RAISE Discretionary Grant program
- Surface Transportation Block Grant Program
- Passenger Ferry Grant Program

## State Funding Programs:

- District Dedicated Revenue (DDR)
- Service Development Grant Programs

## PHASE 2

### **WATERBORNE SERVICE: SYSTEM EXPANSION TO MADEIRA BEACH AND INDIAN ROCKS BEACH**

**Total Cost: \$10,964,193**

**Operating: \$7,364,193; Capital: \$3,600,000**

Expansion includes vessels and 4 day/week low-frequency service.

### **I-275 REGIONAL RAPID TRANSIT PROJECT**

This TBARTA project connects Downtown St. Pete, the Gateway, Westshore, and more.

### **US 19 REGIONAL RAPID TRANSIT PROJECT**

This TBARTA project connects South St. Pete to Tarpon Springs.

### **PROJECT DEVELOPMENT FOR ROOSEVELT/EAST BAY PREMIUM TRANSIT CORRIDOR**

Corridor improvements will create limited stop service along Roosevelt Blvd/East Bay Drive.

### **PROJECT DEVELOPMENT FOR ALT 19 PREMIUM TRANSIT CORRIDOR**

Corridor improvements to Route 18 to incorporate enhanced limited stop service.

### **SR 580 PREMIUM TRANSIT SERVICE**

Incorporation of premium transit service along the SR 580 corridor.





**March 9, 2022**

**7D. Cancellation of the August Meeting**



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**SUMMARY**

The Forward Pinellas Board has traditionally cancelled its August meeting to allow for a summer break when there are no pressing deadlines for work products. This allows staff to advance special projects during that time. Last year it was suggested that the board consider cancelling the July meeting instead. The board has had some discussion about this at previous meetings and staff polled the board members to determine if there was a strong preference for either month. Seven responses were received in total. Four indicated a preference for cancelling the July meeting and three indicated no preference.

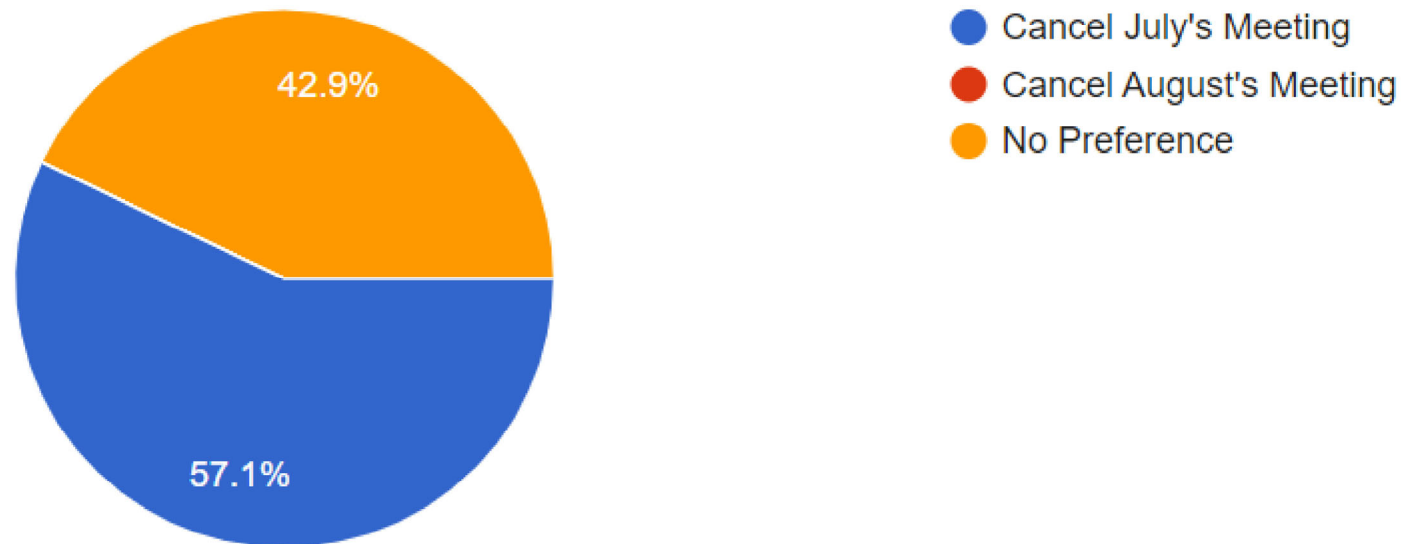
At its March meeting, the board will make a final decision about which summer meeting to cancel for 2022.

**ATTACHMENT(S):** Graph of polling results

**ACTION:** Board to approve the cancellation of either the July or August 2022 meeting.

## Which Forward Pinellas Board Meeting would you prefer to cancel?

7 responses



**March 9, 2022**

**8. Informational Items**



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Staff and/or board members will provide information and updates on the following items:

**INFORMATIONAL ITEMS**

- A. Summary of Public Outreach and Stakeholder Meetings
- B. CPA Actions and Forward Pinellas Administrative Review Items
- C. Countywide Plan Rules Interpretations Annual Update
- D. Fatalities Map
- E. Committee Vacancies

**ATTACHMENT(S):**

- Fatalities Map

**March 9, 2022**

**8A. Summary of Public Outreach and Stakeholders Meetings**



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**SUMMARY**

Each month the board will be informed of any meetings staff members are actively participating in that involve citizens, business groups or other agencies. The goal of this item is to provide a more comprehensive view of the conversations that Forward Pinellas staff are a part of, and the ways in which they act as resources for the wider community.

**ATTACHMENT(S):** Public Outreach and Stakeholders Meetings Summary

**ACTION:** None required; informational item only.

Meeting Date	Organization	Location	Description	Staff members in attendance
2/1/2022	Florida Legislature and FDOT	Tallahassee	Meetings with state representatives and officials	Whit Blanton, Councilmember Gabbard
2/8/2022	Town of Indian Shores	Town Hall	Gulf Blvd sidewalk options and Forward Pinellas updates	Whit Blanton
2/8/2022	St. Pete Chamber Transportation Committee	Virtual	Discuss Downtown Mobility Study	Whit Blanton, Christina Mendoza
2/10/2022	APA Florida	Virtual	Public Policy Workshop	Whit Blanton, Linda Fisher, Nousheen Rahman
2/15/2022	City of Gulfport	Gulfport City Hall	Presentation on Forward Pinellas Updates	Whit Blanton, Mayor Kennedy
2/1/2022	FDOT, Forward Pinellas	Drew Street	Walking Audit of Drew Street with FDOT	Chelsea Favero
2/1/2022	Forward Pinellas, FDOT	Virtual	Monthly coordination meeting with FDOT	Whit Blanton, Rodney Chatman, Chelsea Favero
2/1/2022	TBARTA	Virtual	Coordination meeting on the US 19 Regional Rapid Transit project	Whit Blanton, Chelsea Favero
2/2/2022	Forward Pinellas	Virtual	Kick off meeting for the Forward Pinellas Geofencing Pilot Project	Rodney Chatman, Chelsea Favero
2/2/2022	PSTA, Forward Pinellas	Virtual	Coordination meeting on equity planning	Chelsea Favero, Angela Ryan
2/3/2022	SCTPA MPOs	Virtual	Coordination meeting on the development of 2050 socioeconomic data	Chelsea Favero
2/4/2022	Forward Pinellas	Virtual	Coordination meeting on the implementation of Safe Streets Pinellas	Chelsea Favero
2/4/2022	SCTPA Staff Directors	Virtual	Monthly coordination meeting with the staff directors of the SCTPA	Whit Blanton, Chelsea Favero
2/8/2022	Pinellas Realtors Organization	PRO Offices	Presentation to realtors group on Forward Pinellas activities	Chelsea Favero
2/10/2022	Pinellas County Utilities	Virtual	Presentation to Utilities staff on Forward Pinellas activities	Chelsea Favero
2/10/2022	FDOT, Forward Pinellas	Virtual	Coordination meeting on the development of the 2050 LRTP	Chelsea Favero, Alexis Boback
2/15/2022	Clearwater Realtors Group	Downtown Clearwater	Discussion with realtors group on Forward Pinellas activities.	Chelsea Favero
2/17/2022	FDOT Technical Review Team	Virtual	Monthly coordination meeting with technical staff on regional needs.	Chelsea Favero, Alexis Boback
2/18/2022	TBARTA	Virtual	Monthly meetings of TBARTA and its committees	Chelsea Favero
2/21/2022	Pinellas County School District	Countryside High School	Presentations to School District middle and high school teachers on integrating planning into their curriculum.	Chelsea Favero
2/22-2/24/2022	Florida Model Task Force	Orlando	Meeting of the statewide task force to address transportation modeling.	Chelsea Favero, Alexis Boback
2/25/2022	FDOT, Forward Pinellas	Virtual	Coordination meeting on the Unified Planning Work Program	Whit Blanton, Chelsea Favero
2/25/2022	City of Clearwater	Virtual	Coordination meetig on the Citywide Transportation Mobility Study	Rodney Chatman, Chelsea Favero

**March 9, 2022**

**8B. CPA Actions and Forward Pinellas Administrative Review Items**



**SUMMARY**

This information is presented in order to better, and more systematically, apprise the Forward Pinellas Board of final action(s) by the Board of County Commissioners, in their role as the Countywide Planning Authority (CPA) on matters that have been previously considered. This summary also includes the Tier I Countywide Plan Map Amendments and Map Adjustments that have been administratively reviewed by Forward Pinellas staff.

**CPA Actions February 2022:**

The Board of County Commissioners, acting according to its Countywide Planning Authority, held public hearings on February 8, 2022 to consider the following amendments to the Countywide Plan Map:

- CW 22-01, a City of St. Petersburg case located at the northwest corner of 6<sup>th</sup> Street South and 32<sup>nd</sup> Avenue South was **approved** for an amendment from Residential Medium and Multimodal Corridor to Residential High (vote: 7-0)
- CW 22-02, a City of Dunedin case located at Keene Road and Virginia Avenue, was **approved** for an amendment from Residential Low Medium and Preservation to Recreation/Open Space and Preservation (vote: 7-0)
- CW 21-42, a City of Oldsmar case which is part of the Town Center Commercial residential (TCCR) zoning district, located within the area south of Tampa Road and north of State Street East (SR 580)/State Street West, was **approved** for an amendment from Activity Center to Activity Center (vote: 7-0)

**Tier I Countywide Plan Map Amendments February 2022:**

- FLUM 22-01, City of St. Petersburg, satisfies the Tier I provisions of Section 6.1.2.1 of the Countywide Rules

**Map Adjustments February 2022:**

There were no map adjustments to report for the month of February.

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.

**March 9, 2022**

## **8C. Countywide Plan Rules Interpretations Annual Update**

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### **SUMMARY**

Section 7.6.1 of the Countywide Rules requires the Forward Pinellas staff to provide a report to the board on the official interpretations made during the past calendar year. Interpretations made in 2021 are enumerated below.

1. *Question:* Can a local government request an amendment to contract the size of an Activity Center?

*Interpretation:* Yes, a local government may apply to either increase or decrease the size of an Activity Center. In some cases, contracting the Activity Center may be the recommended course of action. The Countywide Plan provides for Activity Centers to serve as dense, multimodal centers surrounding existing or future transit hubs. However, some historic Activity Centers in Pinellas County cover areas that are too large and low-density to fulfil that purpose. Forward Pinellas encourages local governments to reevaluate those Activity Centers, which may include reducing their size and converting the outlying areas to a transitional category, such as Planned Redevelopment District.

2. *Question:* Can a property owner petition for an amendment to the boundary of the Coastal High Hazard Area (CHHA) if local conditions change? For example, if fill dirt is used to raise the elevation of a parcel after the boundary has been adopted.

*Interpretation:* The CHHA boundary is derived from the Sea, Lake, and Overland Surges from Hurricanes (SLOSH) model prepared by the national Oceanographic and Atmospheric Administration (NOAA). According to the Tampa Bay Regional Planning Council, which coordinates updates to the CHHA for the Tampa Bay region, NOAA does not have a provision for amending the CHHA boundary between updates. However, the CHHA is typically updated every six or seven years, and high-resolution elevation data that would capture such changes is incorporated into each update.

3. Several interpretations concerned Section 5.2.1.1, Transferrable Development Rights (TDRs). The TDR process allows unused density or intensity from an undeveloped (“sending”) parcel to be transferred to another parcel.

- a. *Question:* If the sending parcel is a 10-acre parcel containing a single house, and the majority of the land is undeveloped, can density or intensity from the undeveloped portion be transferred?

*Interpretation:* No, if a parcel contains a manmade structure, then the entire parcel is considered developed and is ineligible for TDRs. However, if the parcel were subdivided

to legally separate the undeveloped portion from the developed portion, then the resulting undeveloped parcel could be used as a sending parcel.

- b. *Question:* Are low-impact uses such as farms or utility towers considered undeveloped?

*Interpretation:* No, a parcel with any manmade structure, whether occupied or not, is considered developed. These parcels may not be used for TDRs.

- c. *Question:* If the parcel was previously developed but the original use has been removed, is the parcel considered undeveloped?

*Interpretation:* Yes, if all structures are removed and the parcel is vacant, it is considered undeveloped and may be used as a sending parcel.

- d. *Question:* If a mobile home park with nonconforming density is removed and the land reverts to an undeveloped state, can the nonconforming density be used for TDRs?

*Interpretation:* No, any transfers of density or intensity must be consistent with the future land use designation of the sending parcel, regardless of any previous nonconforming development.

- e. *Question:* Can TDRs be implemented between Activity Centers?

*Interpretation:* Yes, density or intensity from a sending parcel designated with the Activity Center category may be transferred to a parcel designated with the Activity Center, Multimodal Corridor, or Planned Redevelopment District category regardless of location.

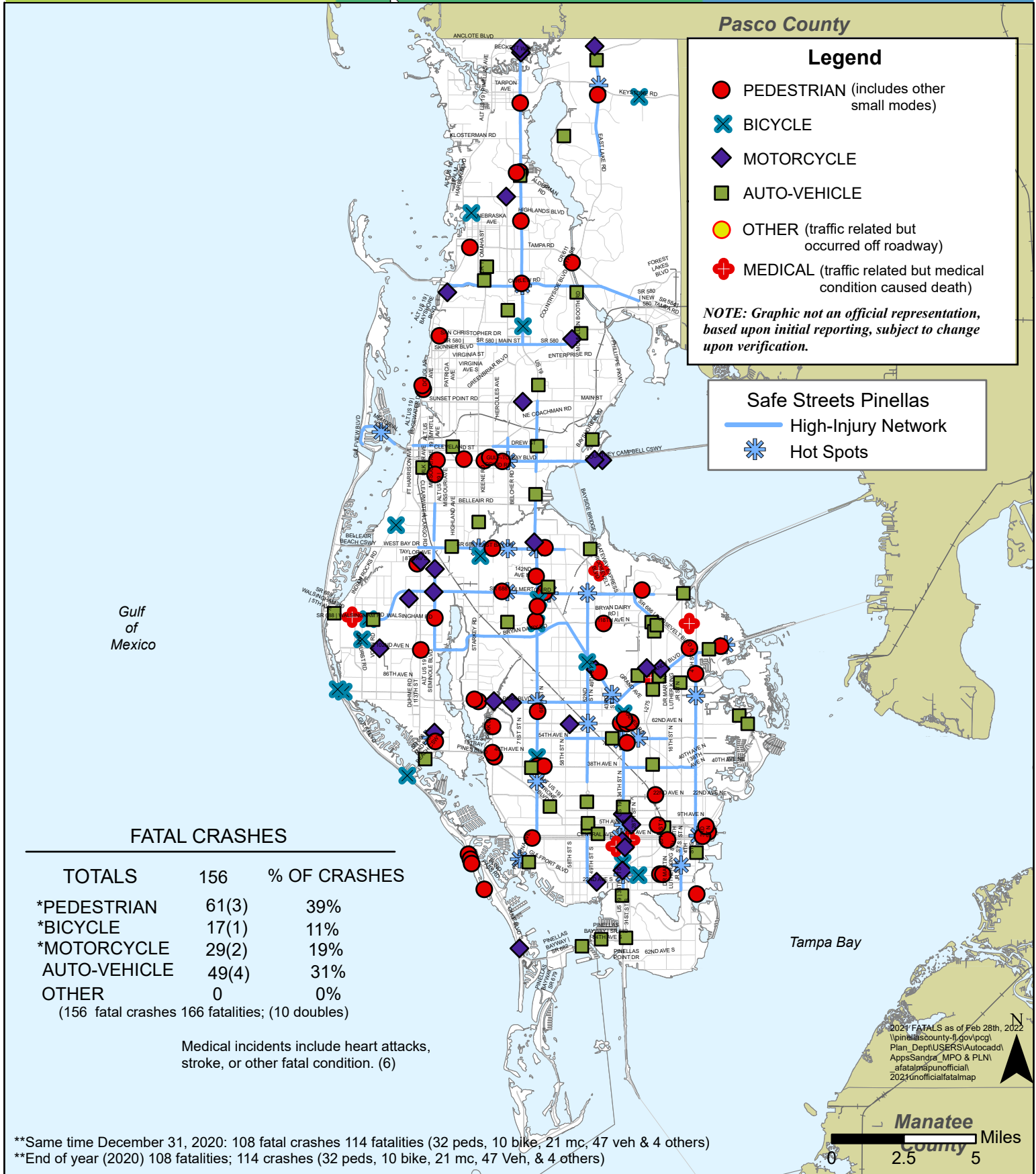
In response to these questions, Forward Pinellas staff have drafted proposed amendments to Section 5.2.1.1 to clarify the TDR process. These amendments were discussed with the Planners Advisory Committee in October 2021, and will be included in a package of proposed Countywide Rules amendment later this year.

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.



# Locations of Reported Traffic Fatalities



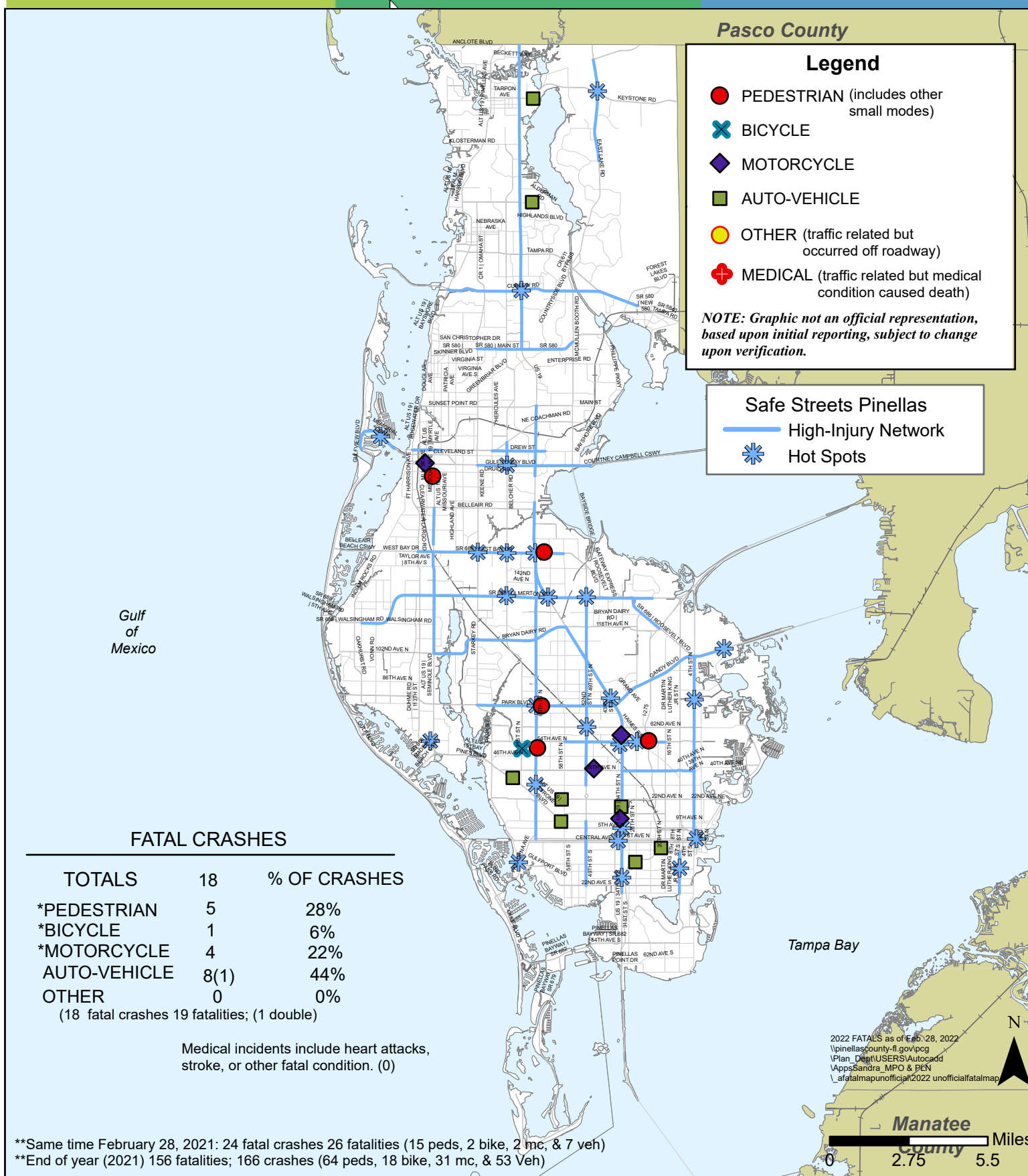
Data Source: Forward Pinellas, 2020. Map Produced: February 28, 2022.

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# CRASHES	DATAID	ON STREET	CROSS STREET	MODE	DATE	# FATAL	APPROX TIME	DHSMV	LEO	SEX/AGE
1	002F21	ULMERTON RD	IN FRONT OF 6363 ULMERTON	PED	1/6/2021	1	9:02PM	89358577	PCSO	M/59
1	004F21	34TH ST N	62ND AVE N	PED	1/8/2021	1	6:49AM	88425461	FHP	M/57
1	007F21	PARK ST N	CR 16 (S OF 46TH AVE N)	PED IN WC/DELAY	1/18/2021	1	6:52PM	88430141	FHP	M/68
1	012F21	COURT ST	JUST EAST OF MISSOURI AVE	PED/PED IN WC/DELAY	1/29/2021	1	27:26PM	24304614	CLW	M/37, M/59
1	013F21	ROOSEVELT BLVD/SR686	DODGE ST	PED/DELAY	1/30/2021	1	11:36PM	88451237	FHP	M/60
1	014F21	38TH AVE N	66TH ST	PED/DELAY	2/5/2021	1	8:27AM	24234848	SP	M/68
1	015F21	38TH AVE N	64TH ST N	PED	2/8/2021	1	11:10AM	24234920	SP	M/40
1	016F21	54TH AVE N	US HIGHWAY 19 N	PED IN WC	2/10/2021	1	7:54PM	88436145	FHP	M/68
1	017F21	1ST ST N	4TH AVE N	PED/WC/DELAY	2/11/2021	1	9:33AM	24235101	SP	F/85
1	019F21	US HIGHWAY 19	CURLEW RD	PED	2/12/2021	1	8:30PM	88436801	FHP	M/61
1	022F21	US HIGHWAY 19	INNISBROOK DRIVE	PED	2/14/2021	1	7:55PM	88436805	FHP	M/65
1	023F21	HERON BLVD	WHISPERWOOD AVE N	PED/DELAY	2/14/2021	1	8:10PM	24235108	SP	M/65
1	024F21	E LAKE RD S	MAPLE TRCE	PED/OFFICER	2/17/2021	1	4:36PM	89358830	PCSO	M/30
1	025F21	ROOSEVELT BLVD/SR686	10000 BLOCK	PED	2/18/2021	1	7:41PM	24235171	SP	M/63
1	032F21	GULF TO BAY	S LAKE DR	PED	3/19/2021	1	10:20PM	24305307	CLW	M/45
1	033F21	4TH ST N	90TH AVE N	PED	3/22/2021	1	1:30PM	24235992	SP	M/52
1	037F21	118TH AVE N	44TH ST N	PED	3/31/2021	1	11:29AM	24085205	PP	F/54
1	039F21	GULF TO BAY BLVD/2100 BLK	400 FT W OF BELCHER RD	PED/DELAY	4/6/2021	1	8:24PM	24305254	CLW	M/46
1	040F21	34TH ST N	62ND AVE N	PED	4/8/2021	1	7:20PM	24085309	PP	M/43
1	042F21	CENTRAL AVE	21ST ST S	PEDS/DELAY	4/9/2021	1	2:8:08PM	24236480	SP	M/61,F/61
1	043F21	STARKEY RD	PARK BLVD	PED/DELAY	4/12/2021	1	8:23PM	88474350	FHP	M/64
1	044F21	GANDY BLVD	SAN MARTIN BLVD NE	PED	4/15/2021	1	5:53AM	88451285	FHP	M/54
1	046F21	PARK ST N	NEAR 62ND ST	PED	4/23/2021	1	10:05PM	89359382	PCSO	F/62
1	051F21	EDGEWATER DR	UNION ST	PED/DELAY	4/30/2021	1	6:13PM	24305972	CLW	M/82
1	057F21	66TH ST N	69TH AVE N	PED/DELAY	5/7/2021	1	12:26AM	24085512	PP	M/33
1	059F21	SB US HIGHWAY 19	62ND AVE N	PED/DELAY	5/11/2021	1	11:47AM	88469089	FHP	M/40
1	063F21	GULF BLVD 4400 BLK SPB	N. OF PUBLIC BEACH PARKING	PED/DELAY	5/13/2021	1	9:00PM	89359589	PCSO	M/77
1	066F21	PASADENA AVE N	PINELLAS WAY N	PED	5/20/2021	1	10:02PM	24237431	SP	M/55
1	068F21	SB I 275	LANE APPROACHING 22ND AVE N	PED	5/21/2021	1	7:09PM	88477000	FHP	M/62
1	079F21	US ALT 19	UNION ST	PED	6/8/2021	1	6:13PM	24305972	CLW	M/82
1	080F21	GULF TO BAY BLVD	S ORION AVE	PED/SKATEBOARD	6/10/2021	1	1:57AM	24306258	CLW	M/26
1	082F21	GULF BLVD	AT 10182	PED	6/13/2021	1	9:51PM	89359717	PCSO	M/52
1	083F21	PARK ST N	46TH AVE N	PED/DELAY	6/16/2021	1	5:40AM	88492723	FHP	M/?
1	087F21	GULF TO BAY BLVD	S AURORA AVE	PED	6/23/2021	1	3:30AM	24306247	CLW	M/24
1	092F21	SEMINOLE BLVD	WALSINGHAM RD	PED	7/10/2021	1	5:11AM	88508210	FHP	M/53
1	095F21	US HIGHWAY 19	118TH AVE N	PED	7/13/2021	1	12:19AM	24539699	PP	F/53
1	097F21	18TH AVE S	19TH ST S	PED	7/14/2021	1	10:17PM	24238675	SP	M/54
1	098F21	CLEARWATER LARGO RD	8TH AVE SW	PED	7/18/2021	1	11:13PM	24432974	LA	M/34
1	101F21	GULF BLVD	99TH AVE	PED	8/7/2021	1	10:27PM	89360074	PCSO	F/47
1	106F21	SEMINOLE BLVD	AT 5316 AREA	PED	8/28/2021	1	11:29PM	89360191	PCSO	M/44
1	107F21	34TH ST N	62ND AVE N	PED/DELAY	8/29/2021	1	8:10PM	24540027	PP	M/61
1	111F21	6TH AVE N	4TH ST N	PED/DELAY	9/17/2021	1	2:52PM	24240155	SP	F/61
1	115F21	66TH ST N	N OF 142ND AVE N	PED	10/3/2021	1	4:10AM	24433490	LA	M/29
1	116F21	1ST AVE N	16TH ST N	PED	10/3/2021	1	9:30PM	24240522	SP	M/58
1	119F21	US HIGHWAY 19 N	MAINLANDS BLVD W	PED/WHEELCHAIR/DELAY	10/6/2021	1	7:58PM	24540304	PP	M/63
1	131F21	US HIGHWAY 19 N	E MARTIN LUTHER KING JR DR	PED	10/27/2021	1	10:35PM	24651784	TS	F/59
1	132F21	SR 580	DOUGLAS AVE	PED	11/1/2021	1	7:24AM	89360601	PCSO	M/78
1	133F21	5TH AVE N	21ST ST N	PED	11/7/2021	1	7:15PM	24241645	SP	M/79
1	136F21	EAST BAY DR	3200 BLOCK	PED	11/12/2021	1	10:00PM	24807797	LA	M/40
1	135F21	ULMERTON RD	W OF BELCHER RD	PED/DELAY	11/12/2021	1	6:54AM	24807713	LA	F/37
1	137F21	MISSOURI AVE	JEFFORDS ST	PED	11/13/2021	1	7:41PM	24757364	CLW	M/63
1	138F21	34TH ST S	3RD AVE S	PED/DELAY	11/18/2021	1	8:12PM	24241715	SP	M/73
1	142F21	113TH ST N	106TH AVE N	PED	11/21/2021	1	1:42AM	89360714	PCSO	M/23
1	146F21	GULF BLVD	1ST ST E	PED/DELAY	11/27/2021	1	6:41PM	89360750	PCSO	M/48
1	147F21	66TH ST N	SOUTH OF ULMERTON RD	PED	11/29/2021	1	5:55AM	89360834	PCSO	M/44
1	148F21	TAMPA RD	ALT US HIGHWAY 19	PED/DELAY??	11/29/2021	1	7:45PM	?	FHP	M/23
1	153F21	PARK BLVD	STARKEY RD	PED	12/16/2021	1	12:47AM	89360886	PCSO	M/70
1	155F21	US HIGHWAY 19	INNISBROOK DRIVE	PED	12/18/2021	1	2:20AM	88584946	FHP	M/40
1	157F21	CR 752/TAMPA RD	EAST LAKE RD	PED	12/22/2021	1	2:35PM	89589865	FHP	F/?
1	158F21	18TH AVE S	1900 BLOCK	PED	12/25/2021	1	7:10PM	?	SP	M/56
1	160F21	US HIGHWAY 19	CR 776 / NEBRASKA AVE	PED	12/29/2021	1	8:48PM	89580402	FHP	M/55
1	003F21	66TH ST N	42ND AVE N	BIKE	1/7/2021	1	8:16PM	88841439	KC	M/49
1	005F21	GULF BLVD	JUST N OF 150TH AVE	BIKE	1/14/2021	1	3:08PM	89358615	PCSO	F/54
1	028F21	15TH AVE S	34TH ST S	BIKE	3/6/2021	1	8:03PM	24235574	SP	M/73
1	031F21	34TH ST N	74TH AVE N	BIKE/DELAY	3/17/2021	1	12:57PM	24085087	PP	M/77
1	052F21	18TH AVE S	25TH ST S	BIKE/DELAY	5/1/2021	1	4:09PM	24236975	SP	M/25
1	058F21	STARKEY RD	SOUTH OF EAST BAY DR	BIKE/DELAY	5/10/2021	1	5:55AM	24432474	LA	M/38
1	061F21	OSCEOLA RD	GOLF VIEW DR	BIKE/DELAY	5/11/2021	1	1:41PM	87552155	BEL	M/79
1	062F21	KEYSTONE RD	MEADOWS DR	BIKE/DR & PASS	5/11/2021	1	2:51PM	88428117	FHP	M/ 58; F/50
1	074F21	66TH ST N	118TH AVE N	BIKE/DELAY	5/28/2021	1	6:08PM	24539408	PP	M/35
1	085F21	WALSINGHAM RD	OVAl DR	BIKE/DELAY	6/20/2021	1	12:13PM	24432767	LA	M/60
1	090F21	US ALT 19	DELAWARE AVE	BIKE	7/8/2021	1	4:39PM	88538335	FHP	F/63
1	093F21	66TH ST N	SOUTH OF ULMERTON RD	BIKE	7/10/2021	1	9:02PM	24432898	LA	M/66
1	117F21	ANTILLES DR	105TH TERR N	BIKE	10/4/2021	1	12:17AM	88527890	FHP	M/28
1	124F21	PARK BLVD BRIDGE	INDIAN SHORES	BIKE/DELAY	10/13/2021	1	6:00AM	89360491	PCSO	F/60
1	128F21	US HIGHWAY 19	EVANS RD	BIKE	10/23/2021	1	11:22PM	88545342	FHP	M/38
1	140F21	GULF BLVD	65TH AVE	BIKE	11/20/2021	1	10:00PM	89360713	PCSO	M/54
1	151F21	49TH ST N	JUST SOUTH OF US HIGHWAY 19	BIKE	12/11/2021	1	11:27PM	24540822	PP	F/57
1	009F21	CR 611	GREY OAKS BLVD	MC/DR	1/23/2021	1	5:22PM	88443104	FHP	F/65
1	018F21	44TH ST S	22ND AVE S	MC/DR/DELAY	2/11/2021	1	12:11PM	24234985	SP	F/20
1	035F21	PARK BLVD	75TH ST N	MC/DELAY	3/23/2021	1	5:58PM	24085137	PP	M/41
1	036F21	ALDERMAN RD	WESTLAKE BLVD	MC/DR	3/27/2021	1	6:00PM	88268515	FHP	M/24
1	038F21	18TH AVE S	34TH ST S	MC/DR	4/5/2021	1	4:35PM	24236318	SP	M/28
1	041F21	COURTNEY CAMPBELL CSWY	DAMASCUS RD	MC/DR/DELAY	4/8/2021	1	11:52PM	24305687	CLW	M/46
1	048F21	COURTNEY CAMPBELL CSWY	DAMASCUS RD	MC	4/25/2021	1	11:20PM	24305457	CLW	M/29
1	053F21	PARK BLVD	84TH LANE N	MC	5/4/2021	1	5:59AM	88498508	FHP	M/38
1	060F21	34TH ST N	11TH AVE N	MC/SCOOTER/DELAY	5/11/2021	1	1:32PM	24237196	SP	M/59
1	064F21	118TH ST N	129TH AVE N	MC/DELAY	5/14/2021	1	16:19PM	88467122	FHP	M/34
1	070F21	SEMINOLE BLVD	54TH AVE N	MC	5/22/2021	1	12:29PM	89359681	PCSO	M/56
1	071F21	SUNSET POINT	WORLD PARKWAY	MC	5/22/2021	1	4:14PM	24306096	CLW	M/33
1	073F21	US HIGHWAY 19	CENTRAL AVE	MC	5/24/2021	1	6:35PM	24432592	LA	M/28
1	076F21	US HIGHWAY 19	46TH ST N	MC	5/31/2021	1	8:35PM	24539484	PP	M/67
1	081F21	ULMERTON RD	SEMINOLE BLVD	MC/DELAY	6/12/2021	1	10:29PM	24432726	LA	M/60
1	096F21	SR 580	720FT WEST OF CHARLES	MC	7/13/2021	1	9:38AM	24306409	CLW	M/58
1	103F21	5TH AVE S	34TH ST S	MC/DR	8/14/2021	1	8:49PM	24239437	SP	M/28
1	109F21	US HIGHWAY 19	SHELL POINTE DR	MC/DR	9/8/2021	1	11:10PM	24651694	TS	M/28
1	110F21	US HIGHWAY 19	NORTH OF ROOSEVELT BLVD	MC/DR/DELAY	9/11/2021	1	2:20PM	24433318	LA	M/45
1	112F21	SB I-275	GANDY BLVD	MC/PASS/DELAY	9/19/2021	1	12:21PM	88574674	FHP	F/49
1	118F21	CR 296 (102ND AVE N )	130TH ST N	MC	10/6/2021	1	4:56PM	88554463	FHP	M/67
1	123F21	SEMINOLE BLVD	CANTERBURY LN	MC	10/10/2021	1	5:21PM	24433534	LA	M/37
1	125F21	62ND AVE N	55TH ST N	MC/PASS/DELAY	10/14/2021	1	2:44AM	24540371	PP	F/34
1	129F21	BAYSHORE BLVD	TRADE WINDS DR	MC/DELAY	10/24/2021	1	2:38PM	89360557	PCSO	M/66
1	134F21	US HIGHWAY 19	RIVER WATCH BLVD	MC	11/10/2021	1	7:30AM	24651809	TS	M/27
1	141F21	GULF BLVD	AT 3848 GULF BLVD	MC/DELAY	11/20/2021	1	10:48PM	?	PCSO	M/45
1	143F21	GANDY BLVD	NEAR I-275 RAMP	MC/DELAY	11/21/2021	1	10:28AM	24241779	SP	M/73
1	154F21	5TH AVE N	31ST ST N	MC/DELAY	12/17/2021	1	2:01PM	24242384	SP	M/65
1	159F21	CLEARWATER LARGO RD	9TH AVE SW	MC	12/27/2021	1	9:20PM	24808003	LA	M/37
1	001F21	EAST LAKE RD	S OF TRINITY BLVD	VEH/DR	1/1/2021	1	6:32AM	85150864	FHP	F/22
1	006F21	US HWY 19	JUST N OF MCCORMICK DR	VEH/DR/DELAY	1/17/2021	1	4:22PM	24304394	CLW	F/75
1	010F21	118TH AVE N	IN THE 2200 BLK/ 24TH CT N	VEH/DR/DELAY	1/23/2021	1	11:10PM	24234580	SP	M/31
1	011F21	CR 611/BAYSIDE BRIDGE	N OF ROOSEVELT BLVD/SR 686	VEH/PASS, MC/DR	1/24/2021	1	11:12PM	88436669	FHP	F/29, M/50
1	020F21	SR 580	JUST E OF MCMULLEN BOOTH	VEH/DR	2/13/2021	1	7:55AM	24304665	CLW	M/22
1	021F21	SB I 275	EXIT RAMP TO I 375	VEH/DR	2/14/2021	1	4:02PM	88401884	FHP	M/36
1	026F21	GRAND AVE N	28TH ST N	VEH/DR/DELAY	3/3/2021	1	3:00PM	24084989	PP	M

YEAR 2022  
(thru February 28th)

# Locations of Reported Traffic Fatalities



Data Source: Forward Pinellas, 2020. Map Produced: February 28, 2022.

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NOTES:

2021	156 Crashes;	166 Fatalities	(10 doubles;	64 Peds,	18 Bike,	31 Motorcycle,	53 Vehicles)
2020	108 crashes;	114 fatalities	(1 triple 4 doubles/	32 Peds,	10 bike,	21 motorcycle,	47 vehicle, 4 other)
2019	105 crashes;	106 fatalities	(1 double/	39 peds,	9 Bikes,	22 mc,	31 veh, 5 others)
2018	115 crashes	120 fatalities	(5 doubles/	39 peds,	8 Bikes,	31 mc,	44 veh)
2017	110 crashes	116 fatalities	(4 doubles and 1 triple/	37 peds,	6 bikes,	30 mc,	and 43 veh)
2016	110 crashes	117 fatalities	(3 triples and 1 double)				



**March 9, 2022**

## **8E. Committee Vacancies**

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### **SUMMARY**

- **Bicycle Pedestrian Advisory Committee (BPAC)**

The BPAC currently has five openings: one for a Clearwater representative, two for Pinellas Park/Mid-County, with one application pending, one for the Largo Area and one for a Pinellas County Planning representative.

- **Citizens Advisory Committee (CAC)**

The CAC currently has eight openings: two openings for a St. Petersburg representative with one application pending, two Beaches representative and four At Large openings with one application pending.

- **School Transportation Safety Committee (STSC)**

The STSC currently has two openings, one for Gulfport and one for Oldsmar elected official.

### **ATTACHMENT(S):**

- BPAC Membership Listing ([5Ba](#))
- CAC Membership Listing ([5Bc](#))
- STSC Membership Listing

**ACTION:** None required; informational item only.

## **SCHOOL TRANSPORTATION SAFETY COMMITTEE MEMBERS**

### **School Board**

Bill Dudley - Chair  
Carol Cook – Vice Chair

### **Pinellas County**

Commissioner Dave Eggers

### **Clearwater**

Councilmember Kathleen Beckman

### **Citizen**

Doug Mullis

### **Dunedin**

Commissioner Deborah Kynes

### **PSTA**

Josh Shulman

### **Gulfport**

Vacant

### **Largo**

Commissioner John Carroll

### **Oldsmar**

Vacant

### **Gulf Beaches**

Mayor Cookie Kennedy

### **Pinellas Park**

Councilmember Keith V. Sabiel

### **Tarpon Springs**

Commissioner Jacob Karr

### **Seminole**

Councilmember Roger Edelman

### **Safety Harbor**

Commissioner Cliff Merz

### **St. Petersburg**

Councilmember Lisa Wheeler-Bowman

## **Non-Voting Tech Support Members**

### **Pinellas County School Board/Transportation**

Matthew Atwell  
T. Mark Hagewood, Transportation

### **Pinellas County Long Range Planning**

Scott Swearingen

### **Pinellas County Public Works**

Joan Rice / Casey Morse

### **Pinellas County School Board**

Marshall Touchton, Demographic Specialist

### **Pinellas County School Board**

Joseph Camera, Customer Service Analyst  
Autumn, Westermann, Customer Service Analyst (Alt.)

**March 9, 2022**

**9. Upcoming Events**



Staff and/or board members will provide information on the following upcoming events as needed:

**UPCOMING EVENTS**

March 11 <sup>th</sup>	<a href="#">TMA Leadership Group</a>
March 18 <sup>th</sup>	<a href="#">Bike Your City - Gulfport</a>
April 28 <sup>th</sup>	MPOAC Governing Board Meeting - Orlando

**ATTACHMENT(S):** None

**ACTION:** None required; informational item only.