BOARD OF COUNTY COMMISSIONERS
AGENDA ITEM SUMMARY

Meeting Date: December 17, 2003 Division: Growth Management

Bulk Item: Yes X No Department: Planning and Environmental Resources

AGENDA ITEM WORDING:
Approval of a resolution endorsing the evaluation criteria for projects to be funded with Federal Transportation Enhancement Funds recommended by the Florida Department of Transportation's Technical Advisory Committee for the Florida Keys (FDOT-TACK).

ITEM BACKGROUND:
In August of 2002 the Florida Department of Transportation organized the Technical Advisory Committee for the Florida Keys (TACK). The TACK was formed to provide guidance and recommendations to FDOT through coordination of issues and projects.

The TACK is composed of two representatives from all jurisdictions within the County, as well as non-voting members from other agencies such as: the Monroe County School Board, the Department of Environmental Protection (DEP), the Scenic Highway Advisory Group, and the Community Traffic Safety Teams from the Upper, Middle, and Lower Keys. The Engineering Department and the Planning Department have represented Monroe County on the TACK.

Over the past year, the TACK has been working on evaluation criteria for ranking projects which are eligible for Federal Enhancement funding. Federal or state agencies, Indian Tribes, Metropolitan Planning Organizations (MPOs), County Commissions, municipalities, local agencies and interest groups are eligible to apply for enhancement funds. Projects that qualify for enhancement funds include: bicycle-pedestrian facilities, safety or education activities, property acquisition for scenic easements, landscaping, and other projects that enhance the cultural, aesthetic, historic and environmental aspect of the transportation system. FDOT has requested that all voting members on the TACK (County and all municipalities) pass a resolution endorsing the proposed evaluation criteria.

In larger counties such as Miami-Dade which has a Metropolitan Planning Organization (MPO) the final ranking of enhancement projects is approved by the MPO before being submitted to the FDOT district office. In non-MPO counties, current FDOT rules require the County Commission to review and approve the ranking for enhancement projects.

Under the process developed by the TACK, the evaluation criteria will be used by the TACK to rank projects for federal enhancement funding. The TACK will then submit this project ranking list for approval by the FDOT. As voting members of the TACK, County staff from the Engineering and Planning Departments have been involved in the development of the process and the ranking criteria. All jurisdictions in Monroe County have been requested to approve a resolution supporting the evaluation criteria.

PREVIOUSLY RELEVANT BOCC ACTION:
There has been no relevant BOCC action.

CONTRACT/AGREEMENT CHANGES:
N/A

STAFF RECOMMENDATION:
Staff recommends approval of the evaluation criteria as proposed by the FDOT-TACK.

TOTAL COST: $0 **BUDGETED:** Yes N/A No N/A

COST TO COUNTY: $0 **SOURCE OF FUNDS:** N/A

REVENUE PRODUCING: Yes N/A No **AMOUNT PER MONTH** N/A **Year**

APPROVED BY: County Atty N/A OMB/Purchasing N/A Risk Management N/A

DIVISION DIRECTOR APPROVAL: Timothy J. McGarry, AICP

DOCUMENTATION: Included X To Follow Not Required

DISPOSITION: **AGENDA ITEM #** I4

RESOLUTION NO. _____ - 2003

A RESOLUTION OF THE BOARD OF COMMISSIONERS OF MONROE COUNTY, FLORIDA APPROVING THE UTILIZATION OF THE PROCEDURES AND CRITERIA TO EVALUATE AND RANK PROJECTS FOR FEDERAL TRANSPORTATION ENHANCEMENT FUNDS AS CREATED BY THE FLORIDA DEPARTMENT OF TRANSPORTATION TECHNICAL ADVISORY COMMITTEE AND PROVIDING AN EFFECTIVE DATE.

WHEREAS, Monroe County is a member of the Florida Department of Transportation Technical Advisory Committee for the Florida Keys (DOT TACK); and

WHEREAS, the FDOT TACK, consisting of all local jurisdictions in Monroe County, has created Procedures and Criteria to evaluate and rank projects for Federal Transportation Enhancement funding; and

WHEREAS, Federal Transportation Enhancement funds may be used for improvements to facilities for pedestrians and bicycles, safety or education activities for pedestrians and bicyclists, acquisition of scenic easements and scenic or historic sites, scenic or historic highway programs (including the provision of tourist and welcome/entrance facilities), landscaping and other scenic beautification, historic preservation, the rehabilitation of historic transportation buildings, structures, or facilities, including historic railroad facilities and canals, preservation of abandoned railway corridors, control and removal of outdoor advertising, archaeological planning and research, environmental mitigation to address water pollution due to highway runoff, or the establishment of transportation museums; and

WHEREAS, any recognized government agency, non-profit agency or interest group is eligible to apply for Federal Transportation Enhancement funds; and

WHEREAS, the Monroe County Board of County Commission (BOCC) must approve the recommended project ranking list as submitted by the FDOT TACK prior to submission to the Florida Department of Transportation (FDOT); and

WHEREAS, FDOT has requested all jurisdictions in Monroe County to review and support the Procedures and Criteria to evaluate and rank projects for Federal Transportation Enhancement funding;

NOW THEREFORE BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF MONROE COUNTY, FLORIDA, that the County concurs with the Procedures and Criteria established by the FDOT-TACK to evaluate and rank projects for Federal Transportation Enhancement funding.

RESOLUTION APPROVING PROCEDURES AND CRITERIA TO EVALUATE AND RANK PROJECTS FOR FEDERAL TRANSPORTATION ENHANCEMENT FUNDING

PASSED AND ADOPTED by the Board of County Commissioners of Monroe County, Florida, at a regular meeting of said Board held on the 17th day of December, 2003.

Mayor Murray E. Nelson	_____
Mayor Pro Tem David P. Rice	_____
Commissioner Dixie Spehar	_____
Commissioner George Neugent	_____
Commissioner Charles "Sonny" McCoy	_____

(SEAL)
Attest: DANNY L.KOLHAGE, Clerk

By _____
Deputy Clerk

BOARD OF COUNTY COMMISSIONERS
OF MONROE COUNTY, FLORIDA

By _____
Mayor/Chairperson

MONROE COUNTY ATTORNEY
APPROVED AS TO FORM:

JOHN R. COLLINS
COUNTY ATTORNEY
Date 12/02/03

PROCEDURES AND CRITERIA TO EVALUATE AND RANK PROJECTS FOR FEDERAL TRANSPORTATION ENHANCEMENT FUNDING

Florida Department of Transportation
Technical Advisory Committee for the Florida Keys (DOT TACK)

Mission
DOT TACK will provide guidance and recommendations through coordination of issues and projects to provide a safe transportation system that ensures the mobility of and accessibility to people and goods, enhances economic prosperity and preserves the quality of our environment and communities.

Jurisdictions within the Florida Keys have formed the Florida Department of Transportation Technical Advisory Committee for the Florida Keys (DOT TACK), which is a regional team joined together to provide for better coordination with the Florida Department of Transportation, and for cooperation and information sharing among the jurisdictions in the Florida Keys as stated in its mission.

The Florida Department of Transportation (FDOT) provides a list of the projects and budget for a five-year period and in its Five Year Work Program. The first opportunity to request funding for a project generally comes in the new fifth year of the work program.

The FDOT provides funding for Transportation Enhancement through Federal Transportation Enhancement Funds. These funds are allocated to the FDOT for projects on an approved County project ranking list.

Procedures and Criteria for
Federal Transportation Enhancement Funds

General Process

The DOT TACK, consisting of local jurisdictions in Monroe County, has created the following project criteria score sheet and procedure to establish a process of evaluating and ranking projects specifically for Federal Transportation Enhancement funds. The DOT TACK recommended project ranking will be forwarded to the Monroe County Bicycle/Pedestrian Coordinator for placement on a Monroe County Board of County Commission (BOCC) meeting agenda. The BOCC may modify and should approve a project ranking list for submittal to the FDOT.

Applicant Eligibility

Please refer to FDOT website for the applicant eligibility guidelines. Any recognized government agency, non-profit agency or interest group can be an eligible applicant. An Applicant must have a Local Agency Program (L.A.P.) Certification approved by the Florida Department of Transportation or have a L.A.P. certified sponsor in order to be eligible for these funds. L.A.P. certification may be demonstrated by a L.A.P. Agreement with the FDOT. A project sponsor must be a recognized government entity and must enter into a maintenance agreement with the FDOT.

Project Eligibility

Please refer to FDOT website for the project eligibility guidelines. Eligible projects that may be funded include 1) facilities for pedestrians and bicycles, 2) safety or education activities for pedestrians and bicyclists, 3) acquisition of scenic easements and scenic or historic sites, 4) scenic or historic highway programs

(including the provision of tourist and welcome/entrance facilities), 5) landscaping and other scenic beautification, 6) historic preservation, 7) the rehabilitation of historic transportation buildings, structures, or facilities, including historic railroad facilities and canals, 8) preservation of abandoned railway corridors, 9) control and removal of outdoor advertising, 10) archaeological planning and research, 11) environmental mitigation to address water pollution due to highway runoff, or 12) the establishment of transportation museums. All projects must have a correlation with surface transportation.

Procedures

The application, instructions and all other information is available on-line at www.dot.state.fl.us/proceduraldocuments/procedures/525030300.html.

An Applicant must submit their application for preliminary review to Susie Ladouceur, phone: (305) 377-5894 or Karen McGuire, phone: (305) 377-5895 both at the FDOT District Six Planning Office. Once deemed eligible by FDOT the applicant will forward the application to the DOT TACK for review and ranking on the following Project Criteria Score Sheet. The DOT TACK will submit a recommended project ranking list to the Monroe County Bicycle/Pedestrian Coordinator for placement on a Monroe County Board of County Commission (BOCC) meeting agenda. The BOCC may modify and should approve a project ranking list for submittal to the FDOT by September 30. The following schedule will be used for submission of applications.

2004 Deadlines	Activity
January 15	Get applications from FDOT workshop or website / DOT TACK sets enhancement program schedule for year
February 6	Workshop – Call for Applications
March 1	Submit applications to FDOT District Six Planning Office for pre-application eligibility review (1 copy)
April 15	FDOT District Six Planning Office provides response to Applicants
May 14 By 5:00 pm	Applicant deadline to submit grant applications to DOT TACK Chair (1 original and 10 copies) who forwards applications to members for individual review
June 1 – 15	DOT TACK meets to review applications as committee
July 1-15	DOT TACK meet to finalize ranking list and recommendation to Monroe County. The DOT TACK Chair will submit the project ranking list to Monroe County.
August 30	Monroe County Bicycle/Pedestrian Coordinator will submit recommendation to the BOCC
September 30	BOCC will review and forward final approved ranking list to the FDOT before September 30

Florida Department of Transportation Technical Advisory Committee for the Florida Keys

Federal Transportation Enhancement Funds Project Criteria Score Sheet

Agency:
Project Name:
Project Description:

Estimated Project Cost:
Project Evaluator:

Potential Points	Evaluation Criteria	Point Score
10	Projects that provide greater access or linkages throughout the region or county (multi-jurisdictional)	
15	Projects that improve bicycle and pedestrian facilities	
15	Projects that have significant impact on safety concerns	
15	Projects that further a Comprehensive Plan, Local Mitigation Strategy, local Capital Improvement Program or the Florida Keys Overseas Heritage Trail Master Plan	
10	Projects hat provide environmental mitigation to address water pollution due to highway runoff	
5	Projects with completed Engineering and Construction Design documents (Project is ready for construction however lack of funding would prohibit completion of project)	
5	Projects that provide historical preservation of a transportation facility	
5	Projects that tie into or provide a Trailhead	
5	Projects that provide evidence of community support including letters and resolutions	
10	Projects that provide landscaping and scenic beautification	
5	Projects that provide a local match, including other grant funds	
100	**Total Points Assigned to Project**	