



The Village of Biscayne Park

600 NE 114th St., Biscayne Park, FL 33161

Telephone: 305 899 8000 Facsimile: 305 891 7241

AGENDA REGULAR VIRTUAL COMMISSION MEETING VIRTUAL PUBLIC MEETING

Tuesday, August 04, 2020 7:00 pm

Meeting ID: 99179908643

Please read the virtual meeting instructions attached



Indicates back up documents are provided.

1 Call to Order

2 Roll Call

Mayor O'Halpin
Vice-Mayor Kennedy
Commissioner Ross
Commissioner Samaria
Commissioner Tudor

3 Pledge of Allegiance

4 Additions, Deletions or Withdrawals to the Agenda

At this time, any member of the Village Commission or the Village Manager may request to add, change, or delete items from the agenda.

5 Public Comments Related to Agenda Items / Good & Welfare

Comments from the public relating to topics that are on the agenda, or other general topics.

6 Information / Updates

7 Consent Agenda

Items listed under Consent Agenda are viewed to be routine, and the recommendation will be enacted by ONE MOTION in the form listed below. If discussion is desired, then the item(s) will be removed from the Consent Agenda and will be considered separately.

7.a Acceptance of Commission Minutes

- Revised Regular Virtual Commission Meeting June 02, 2020
- Regular Virtual Commission Meeting July 07, 2020
- Emergency Virtual Commission Meeting July 16, 2020



▪ Special Virtual Commission Meeting July 23, 2020 Interim Village Manager

- Special Virtual Commission Meeting July 23, 2020 - Tentative Millage Rate
- First Workshop Budget FY 2020-2021 July 23, 2020 - **pending**

8 Ordinances

None

9 Resolutions

9.a Resolution 2020-35 - FDOT Suspend All Design and Development Work on Proposed SR 915 6th Avenue



A RESOLUTION OF THE VILLAGE COMMISSION REQUESTING THE FLORIDA DEPARTMENT OF TRANSPORTATION SUSPEND ALL FURTHER DESIGN AND DEVELOPMENT WORK ON THE PROPOSED MODIFICATIONS OF SR 915/6th AVENUE IN THE VILLAGE OF BISCAYNE PARK, FLORIDA, TO ALLOW THE VILLAGE OF BISCAYNE PARK COMMISSION TO DEVELOP, WITH RESIDENTS' INPUT, ALTERNATE DESIGN PROPOSALS FOR THE PROPOSED MODIFICATIONS CONSISTENT WITH VILLAGE'S COMMUNITY CHARACTER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

9.b Resolution 2020-36 - Interim Village Manager Compensation



A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, INCREASING THE COMPENSATION OF THE VILLAGE CLERK DURING HER TENURE AS THE INTERIM VILLAGE MANAGER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

9.c Resolution 2020-37 - MOU w Police Benevolent Association 1% Harzard Pay



A RESOLUTION OF THE MAYOR AND VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE INTERIM VILLAGE MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE DADE COUNTY POLICE BENEVOLENT ASSOCIATION, INC. AND THE VILLAGE OF BISCAYNE PARK, AUTHORIZING A TEMPORARY ONE PERCENT (1%) PAY INCREASE RELATED TO THE COVID-19 PANDEMIC; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

9.d Resolution 2020-38 - MOU w Miami-Dade County CARES Act Distribution



A RESOLUTION OF THE MAYOR AND VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE INTERIM VILLAGE MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE VILLAGE OF BISCAYNE PARK, REGARDING IMPLEMENTATION OF THE FEDERAL CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

10 Old Business

10.a Commission appointment of Committee members for Selection Process of New Village Manager

11 New Business

11.a Virtual Commission Meetings - by Vice-Mayor Kennedy



11.b Discussion of Commission Meeting Conduct & Efficiency - by Commissioner Samaria



11.c Mayor and Commission Compensation - by Vice-Mayor Kennedy



12 Request for placement of items on next meeting agenda

Through general consensus a member of the Commission may request an item be placed on the next agenda for discussion (New Business) or as a Resolution/Ordinance.

13 Reports

13.a Village Attorney

13.b Village Manager

- RFP - Solid Waste - advertisement: 07/29/2020 - deadline: 08/27/2020
- Village Attorney recruitment - deadline second advertisement: 08/10/2022
- Village Manager recruitment - deadline advertisement: 08/28/2022

13.c Board / Committee Reports

13.d Commission

- Mayor O'Halpin
- Vice Mayor Kennedy
- Commissioner Ross
- Commissioner Samaria
- Commissioner Tudor

14 Announcements

- 2020 Primary Elections - Tuesday, August 18, 2020 - Ed Burke Recreation Center - 7:00 am - 7:00 pm
- Thursday, August 13, 2020 - Second workshop Budget FY 2020-2021 - 6:30 pm - via Zoom

15 Adjournment

In accordance with the provisions of F.S. Section 286.0105, should any person seek to appeal any decision made by the Commission with respect to any matter considered at this meeting, such person will need to ensure that a verbatim record of the proceedings is made; which record includes the testimony and evidence upon which the appeal is to be based.

In accordance with the Americans with Disabilities Act of 1990, persons needing special accommodation to participate in the proceedings should call Village Hall at (305) 899 8000 no later than four (4) days prior to the proceeding for assistance.

DECORUM - All comments must be addressed to the Commission as a body and not to individuals. Any person making impertinent or slanderous remarks, or who becomes boisterous while addressing the Commission, shall be barred from further audience before the Commission by the presiding officer, unless permission to continue or again address the commission is granted by the majority vote of the Commission members present. No clapping, applauding, heckling or verbal outbursts in support or in opposition to a speaker or his/her remarks shall be permitted. No signs or placards shall be allowed in the Commission Chambers. Please mute or turn off your cell phone or pager at the start of the meeting. Failure to do so may result in being barred from the meeting. Persons exiting the Chamber shall do so quietly.

Village of Biscayne Park meeting on August 04, 2020 at 7:00 pm with Social Distancing Modifications

The Village of Biscayne Park is using Zoom to hold the Virtual Public Meeting via communications media technology as authorized by Governor DeSantis' Executive Order 2-69. Members of the public may also use Zoom to view and participate in the meeting online. Zoom is a cloud platform for video and audio conferencing, collaboration, chat and webinars across mobile devices, laptops, desktops, telephones and room systems.

Public Comment

Anyone who wishes to provide public comment will be able to do so by participating in the Village Commission meeting via the Zoom platform and/or telephone by speaking during public comment portions of the meeting when recognized per the instructions below or by submitting written comments, evidence and/or written testimony in advance of 24 hours no later than two (2) hours before the meeting via email to the Village Clerk at villageclerk@biscayneparkfl.gov.

Instructions on How to Watch, Listen and/or Participate in the Virtual Meeting

To access the Zoom Virtual Public Meeting of August 04, 2020 at 7:00 pm, you have the following options:

Zoom meeting instructions for the public participants:

Download the "Zoom Client for Meetings" to your computer or laptop here: <https://zoom.us> and click on Join a Meeting. . When prompted to join a meeting, enter the meeting ID. Use the link below to join the meeting.

If you are using a tablet or smartphone, download zoom from the device's app store.

For the August 04, 2020 meeting please use the meeting link

<https://zoom.us/j/99179908643>

to attend electronically and watch the meeting by computer, tablet or smartphone.

For additional information or assistance please contact the following prior to the meeting:

1. For public comment questions: Roseann Prado, Village Clerk, villageclerk@biscayneparkfl.gov or 305-899-8000
2. For questions on connecting to the meeting: Phone Doctor: 305-301-0732.

Public Comment

1. Access audio of the Zoom meeting via phone:

You may access the audio from your phone by dialing: **305-893-4427**. When the **Meeting ID** is requested, enter **99179908643** followed by # key. When asked for a participant ID, press # key. If you would like to speak during public comment, please press *9 on your phone to activate the “raise your hand” feature of Zoom. Comments will be limited to three (3) minutes.

2. Watch the meeting online and provide public comment during the meeting:

Use the “raise your hand” feature and be recognized at the direction of the Chair. Comments will be limited to three (3) minutes.



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 7.a

TO: Honorable Mayor & Members of the
Biscayne Park Village Commission

FROM: Roseann Prado, Village Clerk

DATE: August 04, 2020

TITLE: Acceptance of Commission Minutes

Background

The minutes as listed below are being provided for the Commissioner's review and acceptance.

Recommendation

Acceptance at Consent Agenda.

Attachment

- Revised Regular Virtual Commission Meeting 06 02 2020
- Regular Virtual Commission Meeting 07 07 2020
- Emergency Virtual Commission Meeting 07 16 2020
- Special Virtual Commission Meeting 07 23 2020 – Interim Village Manager
- Special Virtual Commission Meeting 07 23 2020 – Tentative Millage Rate
- First Workshop Budget FY 2020-2021 07 23 2020
- First Workshop Budget FY 2020-2021 07 28 2020 Continuation

Prepared by: Roseann Prado, Village Clerk



The Village of Biscayne Park

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REVISED MINUTES

Regular Virtual Commission Meeting

Log Cabin - 640 NE 114th Street

Biscayne Park, FL 33161

Tuesday, June 02, 2020 at 7:00 pm

1 Call to Order

Mayor O'Halpin called the meeting to order at 7:03 pm.

2 Roll Call

Mayor O'Halpin - present

Vice Mayor Tudor - present

Commissioner Kennedy - present

Commissioner Ross - present

Commissioner Samaria - present

Staff present:

Interim Village Manager David Hernandez

Interim Village Attorney John Herin

Village Clerk Roseann Prado

Chief of Police Luis Cabrera

Recording: Cesar Hernandez

3 Pledge of Allegiance

4 Vice-Mayor Nomination

Vice-Mayor William Tudor's term has been completed and Commissioner MacDonald Kennedy is next in line for the position according to the Village Charter, as historically selection of the Vice-Mayor has been by alphabetical order. Commissioner MacDonald Kennedy was nominated for the office of Vice Mayor from June 1st to November 30th, 2020.

5 Additions, Deletions or Withdrawals to the Agenda

Commissioner Ross moved to bring item 6 - Additions, Deletions or Withdrawals to the Agenda to item 5.

Commissioner Ross added the following items to Village Manager Report on item 15.b:

- CITT - audit findings report / frozen funds

- FEMA appeal

Commission Ross also requested to include at Consent Agenda the following items:

11.a - Resolution 2020-26

11.c - Resolution 2020-28

11.d - Resolution 2020-29

Vice-Mayor Kennedy requested to add the following items to Village Manager Report on item 15.b:

- Drain cleaning

Vice-Mayor Kennedy requested Commissioner Samaria to report on item 15.d regarding the charity donations.

Commissioner Ross motioned to approve agenda changes. Mayor O'Halpin seconded.

Motion passed 5 - 0.

6 Presentations

6.a Waste Pro - Kenneth Rivera, Division Manager of Waste Pro of Florida, Inc.

The following persons spoke on the records:

Judi Hamelburg

David Raymond

Janey Anderson

Maha Malike

William Pierce

Art Gonzalez

William Pierce (2nd)

Amy Raymond

Lorie Mertes

Commissioner Kennedy motioned to instruct the Manager to bring to Commission Meeting of August 4, 2020 the following options regarding solid waste:

- Pre-feasibility of in-house collection
- Piggyback with another municipality
- RFP for solid waste collection

Commissioner Ross requested a friendly amendment to remove the 30-day cancellation. Commissioner Kennedy agreed to amend removing the 30-day cancellation, and Mayor O'Halpin seconded. **Motion passed 5 - 0.**

6.b FDOT project on 6th Avenue - Proposed Resolution 2020-25 - FDOT proposed improvements to 6th Avenue.

Interim Village Manager requested the item to be table due to FDOT is preparing to hold a workshop regarding the improvements on 6th Avenue. Date to be determined.

FDOT representatives presented comments and answered questions on the project: Hans Ribbeck, Rodolfo Roman and Bao-Ying Wang.

7 Public Comments Related to Agenda Items / Good & Welfare

The following persons spoke on the records:

Rikki Goodman
Chuck Ross
Maria Sanchez
David Raymond
Nancy Davis
Amy Raymond
Lorie Mertes
Howard G.
William Pierce
Janey Anderson
Bob Anderson
Art Gonzalez
Michael Lyndaker
Nicole Susi
Gage Hartung
Maha Malike
Chuck Ross
Rikki Goodman
Maria Sanchez
Daniel Carbonera

8 Consent Agenda

8.a Acceptance of Commission Minutes

- Regular Commission Meeting May 05, 2020
- Special Virtual Commission Meeting May 19, 2020

8.b Resolution 2020-26 - Miami-Dade County Property Appraiser - Access to Certain



Exempt Information

Item moved from Item 11.a

8.c Resolution 2020-28 - GMS Financial Services - extension of agreement



Item moved from Item 11.c

8.d Resolution 2020-29 - Calvin Giordano extension of agreement



Item moved from Item 11.d

Vice-Mayor Kennedy motioned to approve the Consent Agenda. Commissioner Samaria seconded. **Motion passed 5 - 0.**

9 Ordinances

None

10 Resolutions

10.a Resolution 2020-27 - Tree Matching Grant Program



A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE VILLAGE MANAGER TO EXECUTE THE STREET TREE PLANTING GRANT AGREEMENT BETWEEN THE VILLAGE AND MIAMI-DADE COUNTY, AND EXPEND GRANT AND MATCHING FUNDS IN THE AMOUNT OF \$24,000.00 FOR THE PLANTING OF TREES WITHIN THE VILLAGE; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

Commissioner Ross motioned to approve Resolution 2020-27 with the amendments as following:

- Extension to expenditure thru September 30
- Number of species
- Locations

Commissioner Samaria seconded. **Motion passed 5 - 0.**

11 Old Business

11.a Whistleblower Protection - by Commissioner Samaria

Miami-Dade County Commissioner Sally Heyman and MDC Attorney Marie Perikles spoke on the records.

Commissioner Kennedy motioned to extend the meeting to 12:00am. Commissioner Samaria seconded. Consensus of Commission was to approve the extension of meeting.

Commissioner Samaria motioned to direct the Village Attorney to draft an ordinance regarding whistleblower. Mayor O'Halpin seconded.

Motion passed 3 - 2 (Vice-Mayor Kennedy and Commissioner Tudor opposed)

11.b Gray Robinson Invoices - by Commissioner Samaria

- Charter review board / Amendments to Charter
- Jan 17 and Feb 13 invoices regarding Samaria litigation
- Trim compliance

Commissioner Ross motioned not to pay invoices as discussed. Vice-Mayor Kennedy seconded. Motion passed 4 - 0. Commissioner Samaria removed himself from the zoom meeting and submitted Form 8B.

Commission directed the Attorney to work with the Manager to pay Gray Robinson's invoices according with instruction.

Motion passed 4 -0.

Commissioner Ross motioned to call a **Special Commission Meeting** for the balance of the agenda for Tuesday, June 16, 2020 as follows:

12.c - Manager's Report - by Commissioner Kennedy

12.d - Change of Compensation for Commission - by Mayor O'Halpin

12.e - Discussion on Chief of Police contract - by Commissioner Samaria

13.b - Calendar of Village Responsibilities - by Commissioner Kennedy

13.c - Discussion on Construction Site Requirements - by Commissioner Ross

15.b - Report Manager:

- CITT - audit findings report / frozen funds
- FEMA appeal
- Drain cleaning

Commissioner Samaria seconded. **Motion passed 5 - 0.**

12 General Election November 3, 2020 - Candidates Qualifying Date Revised

12.a

Vice-Mayor Kennedy motioned to approve the qualifying period dates to commence August 3 at 9:00 am to August 21, 2020 at 5:00 pm for General Election of November 03, 2020. Mayor O'Halpin seconded. **Motion passed 5 - 0.**

13 Reports

13.a Village Attorney

13.b Village Manager

13.c Board / Committee Reports

13.d Commission Comments:

Mayor O'Halpin

Vice-Mayor Kennedy

Commissioner Ross

Commissioner Samaria

Commissioner Tudor

14 Announcements

- Next Special Virtual Commission Meeting - Tuesday June 16, 2020 6:30 pm.
- Next Regular Commission Meeting - Tuesday July 07, 2020 7:00 pm.

15 Adjournment

Mayor O'Halpin motioned to adjourn the meeting. Vice-Mayor Kennedy seconded. Meeting adjourned at 11:54 pm.

Commission approved REVISED Minutes on Regular Commission Meeting of August 04, 2020.

Attest:

Virginia O'Halpin, Mayor

Roseann Prado, Village Clerk



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MINUTES

Regular Virtual Commission Meeting

Log Cabin - 640 NE 114th Street

Biscayne Park, FL 33161

Tuesday, July 07, 2020 at 7:00 pm

1 Call to Order

Mayor O'Halpin called the meeting to order at 7:01 p.m.

2 Roll Call

Mayor O'Halpin - present

Vice Mayor Kennedy - present

Commissioner Ross - present

Commissioner Samaria - present

Commissioner Tudor - present

MDC Commissioner Sally Heyman

Staff present:

Interim Village Attorney John Herin

Village Clerk Roseann Prado

Chief of Police Luis Cabrera - per Interim Village Manager David Hernandez

Finance Paul Winkeljohn

Recordings: Cesar Hernandez

3 Pledge of Allegiance

4 Presentation

Final Report Audit FY 2019 - Enrique Llerena, CPA - Caballero, Fierman, Llerena & Garcia, LLP

5 Additions, Deletions or Withdrawals to the Agenda

- Commissioner Samaria removed 8.b and 8.c. for discussion
- Mayor O'Halpin moved 9.a to the front
- Commissioner Ross withdrew 8.c and asked for the Manager's Report to include Solid Waste, CITT and FEMA;

Vice Mayor Kennedy removed 8.a. for discussion, asked for Manager's Report to include FDOT workshop, and how Zoom meetings will be incorporated; Asked Attorney's Report to include status of Gray Robinson invoices and lawsuit by Commissioner Samaria

Commissioner Ross motioned to approve agenda as amended. Commissioner Samaria seconded. **Motion passed 5 - 0.**

- 9.a Ordinance 2020-03 Whistleblower Protection for VOBP - first hearing;** In support of the VOBP Ordinance proposed, Commissioner Sally Heyman and MDC Attorney Marie Perikles discussed the Whistleblower policy adopted by Miami-Dade County. Commissioner Samaria made a motion, second by Commissioner Tudor, to discuss the Biscayne Park Ordinance.
Motion failed 2 - 3 (Vice Mayor Kennedy, Commissioner Ross, and Commissioner Tudor opposed)

- 6 Public Comments Related to Agenda Items / Good & Welfare** - The following spoke on the record:

Janey Anderson
Bob Anderson
Karen DeLeon
Dan Schneiger
David Caserta
David Raymond
Mike Eaton
Chuck Ross
Fred Jonas

- 8.a Commission Minutes:**

- Regular Virtual Commission Meeting June 02, 2020 (removed for discussion)
- Special Virtual Commission Meeting June 16, 2020

- 8.b Resolution 2020-31 - Opposing Flight Paths over Biscayne Park**

Removed for discussion by Commissioner Samaria.

After discussion, Vice Mayor Kennedy motioned to approve the resolution 2020-31.

Commissioner Tudor seconded. **Motion passed 5 -0.**

- 8.c Resolution 2020-32 - Condemning Systemic Race Bias and Violence and Supporting Racial and Social Justice**

Withdrawn by Commissioner Ross.

- 10 Resolution 2020-20 - Commission Rules of Procedures**

Commissioner Ross motioned to defer resolution 2020-20 to Commission meeting of September. Vice-Mayor Kennedy seconded.

Motion passed 4 - 1 (Commissioner Tudor opposed)

11 Old Business

11.a Attorney Recruitment

Commissioner Samaria to re-open and extend the attorney recruitment process for thirty days. Mayor O'Halpin seconded.

Motion passed 3 - 2 (Vice Mayor Kennedy and Commissioner Ross opposed)

12 New Business

12.a Manager's Report - Proposal New Format

Vice Mayor Kennedy motioned to direct the Manager to submit - Manager's Report - Proposal New Format - at Commission meeting of October. Commissioner Samaria seconded. Commission voted as follows:

Mayor O'Halpin - Yes

Vice-Mayor Kennedy - Yes

Commissioner Ross - No

Commissioner Samaria - Yes

Commissioner Tudor - Yes

Motion Passed 4 - 1 (Commissioner Ross opposed)

12.b Calendar for Budget Hearings FY2020-2021

Vice Mayor Kennedy motioned to hold Regular Commission meeting of September on September 01, 2020 and to hold First Budget Hearing on September 08, 2020 according to TRIM regulations. Mayor O'Halpin seconded.

Motion passed 5-0.

12.c Quarterly Residents Awards - by Vice-Mayor Kennedy

Vice Mayor Kennedy motioned to direct the Manager to establish a program to quarterly award selected residents for home improvements. Mayor O'Halpin seconded.

Motion passed 5 - 0.

12.d

Vice Mayor Kennedy proposed and made a motion, second by Mayor O'Halpin, directing the Manager to establish a program issuing proclamations for various events. **Motion passed 5/0**

13 Request for placement of items on next meeting agenda

Commissioner Ross requested Manager recruitment

14 Reports

14.a Village Attorney

14.b Village Manager - presented by Chief Cabrera.

Vice-Mayor Kennedy motioned to extend the meeting to 12:15 am. Mayor O'Halpin seconded.

Motion passed 5 - 0.

FDOT Workshop - Vice Mayor Kennedy motioned to instruct the Village Manager to send out a mailing to residents 3 days before the FDOT meeting inviting them to attend the workshop.

Motion Passed 5 - 0.

14.c Board/Committee Reports - None

14.d Commission

Mayor O'Halpin

Vice-Mayor Kennedy

Commissioner Ross

Commissioner Samaria

Commissioner Tudor

15 Announcements

FTOT - Workshop of Improvements on 6th Ave - Wednesday, July 22, 2020
(time TBD)

Special Commission Meeting - Tuesday, July 23, 2020 6:30 p.m.

First Budget Workshop - Tuesday, July 23, 2020 7:00 p.m.

Regular Commission Meeting - Tuesday, August 4, 2020 7:00 p.m.

16 Adjournment

Commissioner Samaria motioned to adjourn. Vice-Mayor Kennedy seconded.

Meeting adjourned at 12:23 am

Commission approved on Regular Commission Meeting of August 04, 2020.

Attest:

Virginia O'Halpin, Mayor

Roseann Prado, Village Clerk



The Village of Biscayne Park

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MINUTES

Emergency Virtual Commission Meeting

Biscayne Park, FL 33161

Thursday, July 16, 2020 at 12:00 p.m.

1 Call to Order

Mayor O'Halpin called the meeting to order at 12:00 p.m.

2 Roll Call

Mayor O'Halpin - present

Vice Mayor Kennedy - present

Commissioner Ross - present

Commissioner Samaria - present

Commissioner Tudor - present

Staff present:

Village Clerk Roseann Prado

Interim Village Attorney John Herin

Chief of Police Luis Cabrera

Technical support / Recordings: Cesar Hernandez

3 Pledge of Allegiance

4 Public Comments Related to the Agenda Items

The following persons spoke on the records:

David Raymond

Janey Anderson

Chuck Ross

Howard Goldman

Dan Schneiger

David Hernandez

5 Discussion of Interim Village Manager Resignation

5.a Discussion on Interim Village Manager

Consensus of the Commission to place an advertisement immediately recruiting a new Village Manager.

Commissioner Ross motioned to post the advertisement for three (3) weeks. Vice-Mayor Kennedy seconded.

Motion failed 2 - 3. (Commissioner Samaria, Commissioner Tudor and Mayor O'Halpin opposed)

Commissioner Tutor motioned to run the advertisement for thirty (30) days.

Commissioner Samaria seconded.

There was additional discussion adding language to the advertisement and having a Resident's Committee selected as follows:

- Five (5) members appointed by each Commissioner (no Commissioner' spouses)
- Invite all Chairs of Boards and Foundation
- Invite Former Commissioners
- Invite all Qualified candidates to the November election

Commission voted as follows:

Mayor O'Halpin - Yes

Vice-Mayor Kennedy - Yes

Commissioner Ross - Yes

Commissioner Samaria - Yes

Commissioner Tudor - No

Motion passed 4-1 (Commissioner Tudor opposed)

5.b Nomination of an Interim Manager

Following a presentation by Finance Director Paul Winkeljohn,

Commissioner Ross motioned to appoint Finance Director Paul Winkeljohn and GMS as Interim Village Manager and directing Attorney Herin to draft an agreement. Vice-Mayor Kennedy seconded.

Motion passed 3 - 2 (Mayor O'Halpin and Commissioner Samaria opposed)

Commission scheduled a Special Commission Meeting for July 23, 2020 at 6:00 pm - Interim Village Manager

6 Adjournment

Commissioner Samaria motioned to adjourn. Vice-Mayor Kennedy seconded.

The meeting adjourned at 3:06 pm.

Commission approved on Regular Commission Meeting of August 04, 2020.

Attest:

Virginia O'Halpin, Mayor

Roseann Prado, Village Clerk



The Village of Biscayne Park

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MINUTES

**Special Virtual Commission Meeting
Interim Village Manager
Biscayne Park, FL
Thursday, July 23, 2020 at 6:00 p.m.**

1 Call to Order

Mayor O'Halpin called the meeting to order at 6:00 pm.

2 Roll Call

Mayor O'Halpin - present
Vice Mayor Kennedy - present
Commissioner Ross - present
Commissioner Samaria - present
Commissioner Tudor - present

Staff present:

Interim Village Attorney John Herin
Chief of Police Luis Cabrera
Village Clerk Roseann Prado
Finance Director Paul Winkeljohn
Recording/Technical Support: Cesar Hernandez

3 Pledge of Allegiance

*** Additions to the Agenda**

Commissioner Ross requested adding 5b. - Priorities for the New Interim Village Manager
Commission approved the addition to agenda **5 - 0**.

4 Public Comments

None

5 Interim Village Manager

5a. Resolution 2020-34 - Appointment of Interim Village Manager

Vice Mayor Kennedy motioned to approve Resolution 2020-34 hiring Finance Director Paul Winkeljohn and GMS at \$ 2,500,00. The motion was amended to not exceed \$ 2,500,00. Commissioner Ross seconded.

Commission voted as follows:

Mayor O'Halpin - No

Vice-Mayor Kennedy - Yes

Commissioner Ross - Yes

Commissioner Samaria - No

Commissioner Tudor - No

Motion failed 2 - 3. (Mayor O'Halpin, Commissioner Samaria and Commissioner Tudor opposed)

Mayor O'Halpin motioned to appoint Village Clerk Roseann Prado as Interim Village Manager. Commissioner Samaria seconded.

Commission voted as follows:

Mayor O'Halpin - Yes

Vice-Mayor Kennedy - No

Commissioner Ross - No

Commissioner Samaria - Yes

Commissioner Tudor - Yes

Motion Passed 3-2 (Vice-Mayor Kennedy and Commissioner Ross opposed)

5.b Priorities for New Interim Village Manager

Priorities discussed are on the records.

6 Reports

6.a Interim Village Manager

6.b Interim Village Attorney

6.c Chief of Police

6.d Mayor O'Halpin

6.e Vice-Mayor Kennedy

6.f Commissioner Ross

6.g Commissioner Samaria

6.h Commissioner Tudor

7 Adjournment

Vice Mayor Kennedy motioned to adjourn. Commissioner Ross seconded.

Meeting adjourned at 8:17 pm.

Commission approved on Regular Commission Meeting of August 04, 2020.

Attest:

Virginia O'Halpin, Mayor

Roseann Prado, Village Clerk



The Village of Biscayne Park

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MINUTES

Special Virtual Commission Meeting

Tentative Millage Rate FY 2020-2021

Biscayne Park, FL

Thursday, July 23, 2020 at 6:30 pm

1 Call to Order

Mayor O'Halpin called the meeting to order at 8:30 p.m.

2 Roll Call

Mayor O'Halpin - present

Vice Mayor Kennedy- present

Commissioner Ross - present

Commissioner Samaria - present

Commissioner Tudor - present

Staff present:

Interim Village Attorney John Herin

Commander Nick Wollschlager

Village Clerk/Interim Manager Roseann Prado

Finance Director Paul Winkeljohn

Recording/Technical Support: Cesar Hernandez

3 Pledge of Allegiance

4 Public Comments Related to Agenda Items

The following persons spoke on the record:

Chuck Ross

Bob Anderson

Janey Anderson

5 Resolutions

5a. Resolution 2020-33 - Tentative Millage Rate FY 2020-2021

Commissioner Samaria motioned to lower Millage Rate from 9.7 to 9.4.

Commissioner Tudor seconded.

Commission voted as follows:

Mayor O'Halpin - No

Vice-Mayor Kennedy - No

Commissioner Ross - Yes

Commissioner Samaria - Yes

Commissioner Tudor - No

Motion failed 2 - 3 (Mayor O'Halpin. Vice-Mayor Kennedy and Commissioner Tudor opposed)

Commissioner Ross motioned to approve Resolution 2020-33 establishing Tentative Millage Rate of 9.7. Vice Mayor Kennedy seconded.

Commission voted as follows:

Mayor O'Halpin - Yes

Vice-Mayor Kennedy - Yes

Commissioner Ross - Yes

Commissioner Samaria - No

Commissioner Tudor - Yes

Motion passed 4 - 1 (Commissioner Samaria opposed)

6 Reports

None

7 Adjournment

Vice Mayor Kennedy motioned to adjourn. Commissioner Tudor seconded.

The meeting adjourned at 8:55 pm.

Commission approved on Regular Commission Meeting of August 04, 2020.

Attest:

Virginia O'Halpin, Mayor

Roseann Prado, Village Clerk



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 9.a

TO: Honorable Mayor & Members of the Biscayne Park Village Commission

FROM: MacDonald Kennedy, Vice Mayor

DATE: August 4, 2020

TITLE: FDOT Resolution 2020-35

Background

In reference to the FDOT project for 6th Ave., the Village never formally requested the project or any specific elements. However, based on some informal inquiries and meetings between FDOT and Village staff, FDOT has informed the Village that it is moving forward with a final design for the project, already spending \$580,000 of state taxpayer dollars. FDOT intends to complete the design process by November and is prepared to start the project in 2021 for completion in 2022. If the village intends to have its concerns and project requests addressed, we must prioritize our response. Time is of the essence.

Recommendation

I am recommending that the commission unanimously approve attached Resolution 2020-35 to send a clear message to FDOT that our voice must be heard now: one single, unified voice with clear requests. That entails resident workshops and another resolution to FDOT in the future. Today's resolution is merely asking FDOT to press "pause" on the project, to stop spending money, and to wait for our requests in a second resolution.

Further, in order for the commission to put serious consideration into the elements of the proposed project, we need additional information in the form of studies, which FDOT indicated at the July 22, 2020, workshop they could provide. (Note that some files were provided to Vice Mayor Kennedy directly on Thursday, July 30, 2020, which he forwarded to the village clerk and requested she share with the full commission. Those files are included as back-up to this resolution.) Today's resolution lists those studies and asks FDOT to provide, by September 1, an estimated timeline of their completion. Once we know when we will have those studies, the Commission can plan ahead for a resident workshop(s), special meetings, and a final resolution of requests to FDOT.

This process should have started in this manner several years ago, so we will press "pause" and get our homework done for FDOT ASAP.

The development of 6th Ave. for the eight-block stretch that passes through Biscayne Park has the potential to change the character and aesthetics of the village for generations.

This commission must take the time to seriously consider what we want and make sure we spend FDOT's money wisely to accomplish practical goals that align with our long-term vision for our community, which I affectionately refer to as "An Oasis in the Heart of Miami."

Resource Impact

Unknown

Attachment(s)

- Resolution 2020-35
- FDOT files sent to Vice Mayor Kennedy on July 30, 2020 (forwarded to clerk)

Prepared/Sponsored by: MacDonald Kennedy, Vice Mayor

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RESOLUTION NO. 2020-35

A RESOLUTION OF THE VILLAGE COMMISSION REQUESTING THE FLORIDA DEPARTMENT OF TRANSPORTATION SUSPEND ALL FURTHER DESIGN AND DEVELOPMENT WORK ON THE PROPOSED MODIFICATIONS OF SR 915/6th AVENUE IN THE VILLAGE OF BISCAYNE PARK, FLORIDA, TO ALLOW THE VILLAGE OF BISCAYNE PARK COMMISSION TO DEVELOP, WITH RESIDENTS' INPUT, ALTERNATE DESIGN PROPOSALS FOR THE PROPOSED MODIFICATIONS CONSISTENT WITH VILLAGE'S COMMUNITY CHARACTER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, on July 22, 2020, the Florida Department of Transportation ("FDOT") presented a preliminary design to the Village of Biscayne Park ("Village") for the modification of SR 915 / 6th Avenue for the eight (8) blocks where it passes through the Village from 121 Street to 113 Street; and

WHEREAS, FDOT's budget for the project is \$2.6 million; and

WHEREAS, FDOT has already spent more than \$580,000 on the preliminary design as part of that total budget; and

WHEREAS, the Village desires to take appropriate advantage of FDOT's time, skills, and generous budget to improve 6th Avenue with elements that also reflect the Village's overall vision for the community; and

WHEREAS, FDOT's presentation includes elements within the "Project Scope" that were not requested by or agreed upon with the Village; and

WHEREAS, FDOT in "Background" in the presentation states, "Project originated as a request from the Village..." and FDOT staff further reported during the workshop that the request came from "a few commissioners;" and

WHEREAS, the Village speaks only by majority vote of the Commission as it relates to such requests; and

WHEREAS, FDOT further advised the Village that it will continue to work on the project design while awaiting official Village response, costing Florida taxpayers additional money on a project that may very well change; and

1 **WHEREAS**, FDOT reported that the Village may request that design elements be changed or
2 eliminated and that budgeted expenses be reallocated to other elements in the project and/or additional
3 elements not presently included in the project; and
4

5 **WHEREAS**, FDOT reported that the design should be completed by November 2020, just four
6 months from now.
7

8 **NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE**
9 **VILLAGE OF BISCAYNE PARK, FLORIDA, THAT:**

10
11 **Section 1. Recitals.** The above recitals are true and correct, and incorporated herein by this
12 reference and are hereby adopted as the legislative and administrative findings of the Village Commission.
13

14 **Section 2. Pause Design Process.** The Village Commission respectfully requests that FDOT
15 suspend the design process for this project in anticipation of an official Village Commission response to
16 the workshop and an official request for project elements.
17

18 **Section 3. Produce Project Studies.** Further, as background for that resolution, the Village
19 Commission requests that FDOT provide the following studies, as described at the workshop, to assist in
20 understanding the appropriate requests that can be made for next design phases. (By September 1, 2020,
21 the Commission requests an estimated deadline for receiving these completed studies.)

- 22 a. Current traffic and safety studies for 6th Avenue
- 23 b. Current lane elimination study for 6th Avenue
- 24 c. Current pedestrian traffic study for 6th Avenue (A 2014 pedestrian safety study was
25 provided to the Village on July 30, 2020.)
- 26 d. Information on how traffic changes on 6th Avenue will impact other north/southbound
27 Avenues within the Village and Griffing Blvd. (a county road)
28

29 **Section 4. Official Village Request.** Further, after receiving these studies, the Village
30 Commission commits to expediting its official response/request to FDOT. That process may include one
31 or more public workshops of Village residents, and the request will be in the form of a Resolution passed
32 by majority approval of the Village Commission.
33

34 **Section 5. Concerns for State Expenditures.** As residents of the State of Florida and elected
35 officials with responsibility for their own Village budget, members of the Village Commission share
36 FDOT's concern that expenditures be allocated wisely. Suspending FDOT's design process while
37 awaiting the official Village response/request will ensure that appropriated state funds are not spent on
38 project elements that may not be included in the final design.
39

40 **Section 6. Severability.** If any section, sentence, clause, or phrase herein is held to be invalid
41 by any court of competent jurisdiction, then said holding shall in no way affect the validity of the
42 remaining portions of this Resolution.
43

44 **Section 7. Effective Date.** This Resolution shall become effective immediately upon its
45 adoption.
46

47 PASSED AND ADOPTED this 4th day of August 2020.
48
49

1 The foregoing Resolution was offered by _____, who moved its
2 adoption. The motion was seconded by _____, and upon being put to a vote
3 the vote was as follows:

4
5 Virginia O’Halpin, Mayor _____
6 MacDonal Kennedy, Vice Mayor _____
7 Daniel Samaria, Commissioner _____
8 Roxanna Ross, Commissioner _____
9 William Tudor, Commissioner _____

10
11
12 VILLAGE OF BISCAYNE PARK

13
14
15 _____
16 Virginia O’Halpin, Mayor

17
18
19 ATTEST:

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21
22
23 _____
24 Roseann Prado, Village Clerk

25
26 APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE
27 USE AND RELIANCE OF THE VILLAGE OF BISCAYNE PARK ONLY:

28
29
30
31 _____
32 John R. Herin, Jr., Interim Village Attorney

TWO 19 – Pedestrian Safety Study

**SR 915 (NE 6th Avenue) at NE
119th Street and NE 115th Street**
Biscayne Park, Miami-Dade County



Florida Department of Transportation
District VI

June 2014

TWO 19 – Pedestrian Safety Study

SR 915 (NE 6th Avenue) at NE 119th Street
and NE 115th Street

Biscayne Park, Miami-Dade County

Prepared For:
Florida Department of Transportation
District VI

District-Wide Traffic Operations & Safety Studies

Contract: C9438
FM No: 250662-3-32-01
County: District-Wide

FDOT Project Manager: Misleidys Leon, PE
June 25, 2014

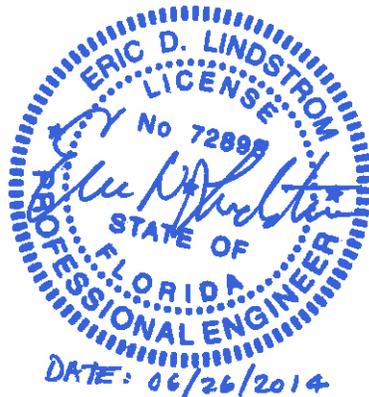


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1. EXECUTIVE SUMMARY

This report outlines the results of a safety evaluation for the unsignalized intersections along SR 915/NE 6th Avenue at NE 119th Street and NE 115th Street and recommendations of any pedestrian safety improvements. The report includes an evaluation of the existing conditions and historical crash rates. An overview of pedestrian collisions is discussed to highlight the need for intersection improvements.

The pedestrian safety study was conducted in response to a request for construction of crosswalks at the study intersections. The requests were made by the Village of Biscayne Park with a desire to provide safer pedestrian access across SR 915/NE 6th Avenue from the west side of the Village to the east side of the Village, and vice versa in anticipation of increased pedestrian activity as a result of future improvements at Griffing Park, located on the southwest quadrant of the SR 915/NE 6th Avenue and NE 115th Street intersection

Both study locations are two way stop-controlled intersections along a median divided 4-lane major roadway with a median divided 2-lane side street. At NE 119th Street, a total of 5 and 2 pedestrians were observed crossing SR 915/NE 6th Avenue in the AM and PM peak hours respectively. At NE 115th Street, a total of 1 and 6 pedestrians were observed crossing SR 915/NE 6th Avenue in the AM and PM peak hours respectively. Below are a few historical crash trends observed at the study intersections:

- NE 115th Street
 - Five total crashes were reported in the three year study period:
 - One head on;
 - One angle;
 - One fixed object; and
 - Two "Other" crashes.
 - No pedestrian or bicycle crashes occurred.
 - One injury crash was reported.
 - One crash occurred in dark conditions.
- NE 119th Street
 - Two total crashes were reported in the three year study period (both coded as "Other")
 - No pedestrian or bicycle crashes occurred.
 - One injury crash was reported.
 - One crash occurred in dark conditions.

In order to determine if a crosswalk is warranted along SR 915/NE 6th Avenue at NE 115th Street and NE 119th Street, Section 3.8 of the FDOT Traffic Engineering Manual (TEM) was reviewed. All criteria under Section 3.8.5(3) Minimum Levels of Pedestrian Demand were not met. Field review observations did not conclude in any well-defined spatial pattern of pedestrian generators or a well-defined pattern of existing crossings. Pedestrian counts conducted on March 19, 2014 during the AM and PM peak hours from 7:00 to 9:00 AM and 4:00 to 6:00 PM did not result in sufficient pedestrian crossing demand to meet the minimum demand thresholds under criteria (b) of Section 3.8.5(3). Therefore, a pedestrian crossing is not recommended at either study intersections based on existing demand.

Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. In summary:

- No well-defined pedestrian generators or attractors, or pattern of existing pedestrian crossings was observed;
- Pedestrian crossing volumes did not meet the minimum levels of pedestrian demand.
- No pedestrian or bicycle crashes occurred at the study intersections.
- The lack of sidewalks in the study area would make implementation of a mid-block crossing difficult.

Once improvements are made which may increase pedestrian traffic to Griffing Park, the following recommendations should be considered:

- Revisit these locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM.
- Further coordination should take place to possibly construct sidewalks along SR 915 and along the east/west minor streets.



Figure 2 Study intersections NE 119th Street (left) and NE 115th Street (right)

3. EXISTING CONDITIONS

The existing conditions analysis identified site conditions and current geometric characteristics of the NE 119th Street and NE 115th Street intersections. Field reviews were conducted on March 12, 2014 to document day and evening conditions and to observe pedestrian activity at the intersections. Table 1 provides a summary of the roadway characteristics for SR 915/NE 6th Avenue at the NE 119th Street and NE 115th Street intersections.

Table 1 Summary of Intersection Characteristics

Characteristic	Intersection Values
Segment Limits:	Milepost 1.661 to 1.741 and 1.938 to 2.018
Study Intersection Length:	0.080 miles (each intersection)
Area Type:	Residential
Segment Cross-section:	4-lane roadway separated by median, except on the south leg of NE 115 th Street where it becomes a 4-lane undivided roadway
Posted Speed Limit:	30 miles per hour (mph) on SR 915, 25 mph on NE 115 th St. and NE 119 th St.
Average Annual Daily Traffic:	15,600 vehicles/day on SR 915
Functional Classification:	Urban Minor Arterial
Access Classification:	5
Pedestrian Facilities:	None, except for 5-foot sidewalks on northwest quadrant of SR 915 and NE 115 th St.
Bicycle Facilities:	None
Transit Service/Facilities:	Miami-Dade Transit route 16 travels along SR 915; benches are provided at some stops
Lighting:	Pedestrian scale street lamps
Drainage:	Crowned road; no shoulder or median curb and gutters
Parking:	No on-street parking along SR 915

3.1 Project Background

The pedestrian safety study was conducted in response to a request for construction of crosswalks at the study intersections. The requests were made by the Village of Biscayne Park with a desire to provide safer pedestrian access across SR 915/NE 6th Avenue from the west side of the Village to the east side of the Village, and vice versa in anticipation of increased pedestrian activity as a result of future improvements at Griffing Park. Griffing Park is located on the southwest quadrant of the SR 915/NE 6th Avenue and NE 115th Street intersection. The land uses along SR 915/NE 6th Avenue are primarily residential housing with private driveways. Between the study intersections, there are 3 bus stops served by the Miami-Dade Transit bus route 16 with approximately 20 minute headways. Transit route information is provided in **Appendix B**. There is no on-street parking along SR 915/NE 6th Avenue.

3.2 Roadway Geometry

SR 915/NE 6th Avenue is a four lane urban minor arterial with two 11-foot travel lanes on both directions divided by a 10-foot lawn median. South of NE 115th Street, SR 915/NE 6th Avenue becomes an undivided facility with two 11-foot travel lanes in each direction. The posted speed limit along SR 915/NE 6th Avenue is 30 miles per hour (mph) but field reviews observed vehicular travel speeds along SR 915/NE 6th Avenue to be between 30 and 40 mph.

Both of the study intersections are two-way stop controlled for the sidestreet (NE 115th St. and NE 119th St.). NE 115th Street and NE 119th Street have one 12 foot travel lane in each direction separated by an approximately 16 foot wide lawn median. The posted speed limit on both of these roadways is 25 mph.

3.3 Pedestrian Facilities

Currently, there are no crosswalks at either study intersection. With the exception of a 5-foot sidewalk on the northwestern quadrant of SR 915/NE 6th Avenue and NE 115th Street, there are no sidewalks at either study intersection or along SR 915/NE 6th Avenue within the study area. In the northbound direction of SR 915/NE 6th Avenue, there are bus stops approximately 80 feet north of NE 115th Street and 40 feet south of NE 117th Street. In the southbound direction, there is a bus stop approximately 80 feet south of NE 119th Street. There are no bicycle lanes at the study intersections.

3.4 Pedestrian Activities

During the morning and evening field review of SR 915/NE 6th Avenue at the NE 119th Street and NE 115th Street intersections, very few pedestrians were observed crossing SR 915/NE 6th Avenue. Pedestrian counts were taken at the study intersections on March 19, 2014 in order to quantify the number of persons passing through the intersections during the AM and PM peak hours, 7:00 to 9:00 AM and 4:00 to 6:00 PM.

Table 2 is a summary of the pedestrian counts at the intersection. The raw pedestrian counts are provided in **Appendix C**.

Table 2 Summary of Pedestrian Counts

Crosswalk	Pedestrian/Bicycle Volume (Total # of Pedestrians/Cyclists)			
	SR 915 & NE 119th Street*		SR 915 & NE 115th Street*	
	AM (7:00-9:00)	PM (4:00-6:00)	AM (7:00-9:00)	PM (4:00-6:00)
West Leg	1	3	3	5
East Leg	1	1	2	4
South Leg	2	1	0	3
North Leg	4	1	1	4
Totals	8	6	6	16

* Note: There are no crosswalks at the study intersections

In addition to the total number of pedestrians/bicyclists reported in **Table 2**, group data was also collected and is summarized below:

- Two two-person pedestrian groups at NE 115th Street; and
- Three two-person bicycle groups at NE 115th Street.

Figure 3 and **Figure 4** show the transit facilities observed during the field review.



Figure 3 Bus stop for Miami Dade Transit Route 16



Figure 4 Benches provided at bus stop

4. CRASH ANALYSIS

The most current three years of crash data (2010 to 2012) was obtained from FDOT Crash Analysis Reporting System (CAR) and reviewed. The review included an evaluation of crash trends and pedestrian/bicycle related crashes, which were summarized in detail, if any occurred.

4.1 Historical Crash Trends

The crash data for the NE 115th Street intersection is summarized in **Table 3**. The crash history was reviewed to determine if patterns or trends can be identified that indicate opportunities to reduce pedestrian and bicyclist crash frequency or severity. The primary trends observed are:

- Five total crashes were reported in the three year study period:
 - One head on;
 - One angle;
 - One fixed object; and
 - Two “Other” crashes.
- No pedestrian or bicycle crashes occurred.
- One injury crash was reported.
- One crash occurred in dark conditions.

Figure 5 illustrates the crash trends for the study location. **Appendix D** contains the original crash output file from the CAR system for the intersection.

The crash data for the NE 119th Street intersection is summarized in **Table 4**. The crash history was reviewed to determine if patterns or trends can be identified that indicate opportunities to reduce pedestrian and bicyclist crash frequency or severity. The primary trends observed are:

- Two total crashes were reported in the three year study period (both coded as “Other”)
- No pedestrian or bicycle crashes occurred.
- One injury crash was reported.
- One crash occurred in dark conditions.

Figure 6 illustrates the crash trends for the study location. **Appendix D** contains the original crash output file from the CAR system for the intersection.

Table 3 Summary of Crash Data SR 915 at NE 115th St. (2010-2012)

SR 915 at NE 115 th St.		Number of Crashes per Year			3-Year Total Crashes	Mean Crashes Per Year	% of 3-Year Total
		2010	2011	2012			
Crash Type	Rear End	0	0	0	0	0	0.00%
	Head On	0	1	0	1	0.33	20.00%
	Angle	0	1	0	1	0.33	20.00%
	Left Turn	0	0	0	0	0	0.00%
	Right Turn	0	0	0	0	0	0.00%
	Sideswipe	0	0	0	0	0	0.00%
	Backed Into	0	0	0	0	0	0.00%
	Collision w/ Parked Car	0	0	0	0	0	0.00%
	Collision w/ Pedestrian	0	0	0	0	0	0.00%
	Collision w/ Bicycle	0	0	0	0	0	0.00%
	Fixed Object	0	0	1	1	0.33	20.00%
	Ran Off Road	0	0	0	0	0	0.00%
	Overtaken	0	0	0	0	0	0.00%
	Other	0	1	1	2	0.67	40.00%
Total Crashes	0	3	2	5	1.67	100.00%	
Severity	PDO Crashes	0	2	2	4	1.33	80.00%
	Fatal Crashes	0	0	0	0	0	0.00%
	Injury Crashes	0	1	0	1	0.33	20.00%
Lighting Conditions	Daylight	0	3	1	4	1.33	80.00%
	Dusk	0	0	0	0	0	0.00%
	Dawn	0	0	0	0	0	0.00%
	Dark	0	0	1	1	0.33	20.00%
	Unknown	0	0	0	0	0	0.00%
Surface Condition	Dry	0	3	0	3	1	60.00%
	Wet	0	0	1	1	0.33	20.00%
	Other	0	0	1	1	0.33	20.00%
Month	January	0	0	0	0	0	0.00%
	February	0	0	0	0	0	0.00%
	March	0	0	1	1	0.33	20.00%
	April	0	0	0	0	0	0.00%
	May	0	0	0	0	0	0.00%
	June	0	0	0	0	0	0.00%
	July	0	1	1	2	0.67	40.00%
	August	0	1	0	1	0.33	20.00%
	September	0	0	0	0	0	0.00%
	October	0	0	0	0	0	0.00%
	November	0	1	0	1	0.33	20.00%
	December	0	0	0	0	0	0.00%
Day of Week	Monday	0	0	0	0	0	0.00%
	Tuesday	0	2	1	3	1	60.00%
	Wednesday	0	0	0	0	0	0.00%
	Thursday	0	1	1	2	0.67	40.00%
	Friday	0	0	0	0	0	0.00%
	Saturday	0	0	0	0	0	0.00%
	Sunday	0	0	0	0	0	0.00%
Time of Day	00:00-06:00	0	0	0	0	0	0.00%
	06:00-09:00	0	0	1	1	0.33	20.00%
	09:00-11:00	0	0	0	0	0	0.00%
	11:00-13:00	0	1	0	1	0.33	20.00%
	13:00-15:00	1	1	0	1	0.33	20.00%
	15:00-18:00	1	1	0	1	0.33	20.00%
18:00-24:00	0	0	1	1	0.33	20.00%	

SR 915 at NE 115th Street

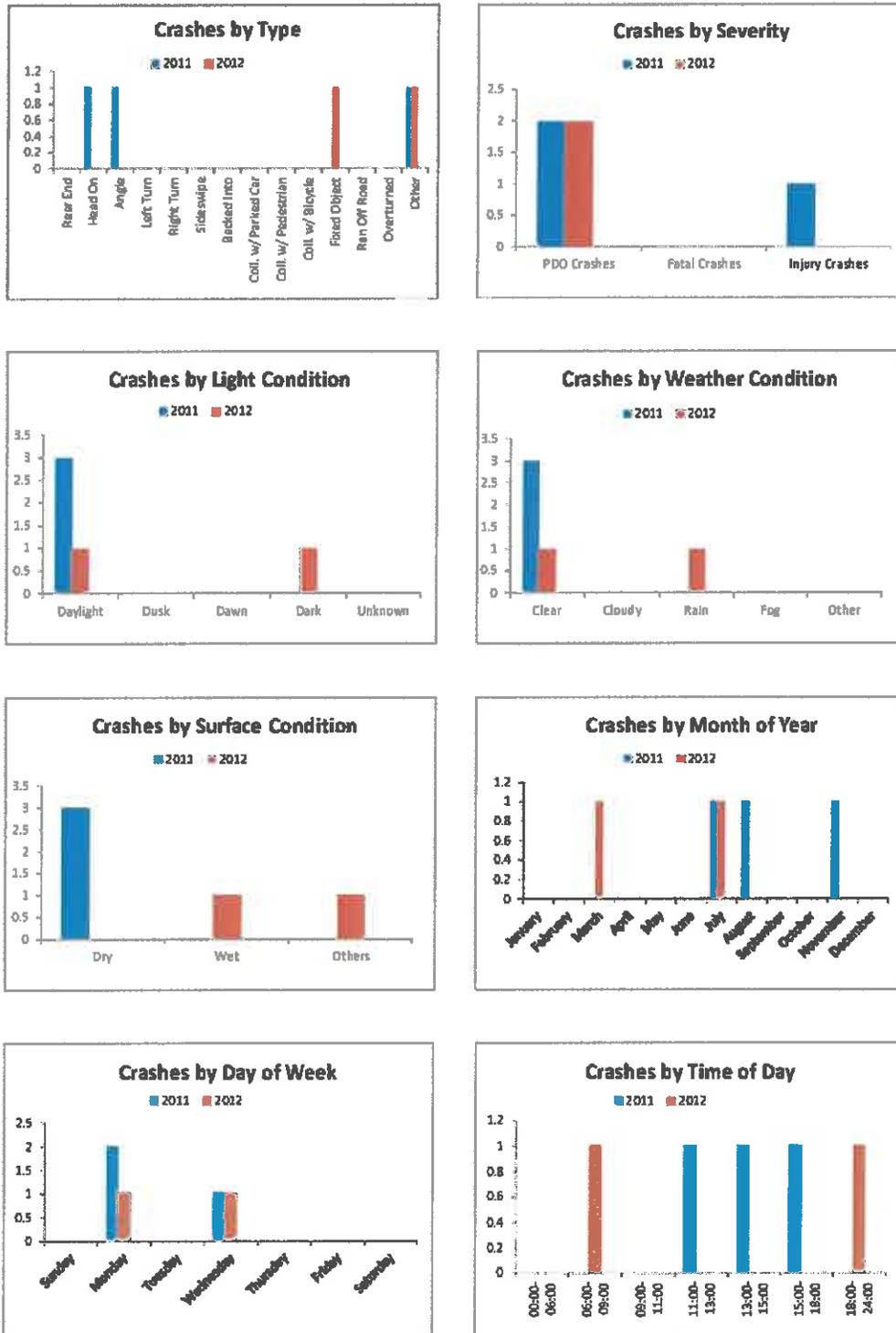


Figure 5 Crash Trends at SR 915 and NE 115th Street

Table 4 Summary of Crash Data SR 915 at NE 119th St. (2010-2012)

SR 915 at NE 115 th St.		Number of Crashes per Year			3-Year Total Crashes	Mean Crashes Per Year	% of 3-Year Total
		2010	2011	2012			
Crash Type	Rear End	0	0	0	0	0.00	0.0%
	Head On	0	0	0	0	0.00	0.0%
	Angle	0	0	0	0	0.00	0.0%
	Left Turn	0	0	0	0	0.00	0.0%
	Right Turn	0	0	0	0	0.00	0.0%
	Sideswipe	0	0	0	0	0.00	0.0%
	Backed into	0	0	0	0	0.00	0.0%
	Collision w/ Parked Car	0	0	0	0	0.00	0.0%
	Collision w/ Pedestrian	0	0	0	0	0.00	0.0%
	Collision w/ Bicycle	0	0	0	0	0.00	0.0%
	Fixed Object	0	0	0	0	0.00	0.0%
	Ran Off Road	0	0	0	0	0.00	0.0%
	Overturned	0	0	0	0	0.00	0.0%
	Other	0	1	1	2	0.67	100.0%
Total Crashes	0	1	1	2	0.67	100.0%	
Severity	PDO Crashes	0	1	0	1	0.33	50.0%
	Fatal Crashes	0	0	0	0	0.00	0.0%
	Injury Crashes	0	0	1	1	0.33	50.0%
Lighting Conditions	Daylight	0	0	1	1	0.33	50.0%
	Dusk	0	0	0	0	0.00	0.0%
	Dawn	0	0	0	0	0.00	0.0%
	Dark	0	1	0	1	0.33	50.0%
	Unknown	0	0	0	0	0.00	0.0%
Surface Condition	Dry	0	1	0	1	0.33	50.0%
	Wet	0	0	1	1	0.33	50.0%
	Other	0	0	0	0	0.00	0.0%
Month	January	0	0	0	0	0.00	0.0%
	February	0	0	0	0	0.00	0.0%
	March	0	0	1	1	0.33	50.0%
	April	0	0	0	0	0.00	0.0%
	May	0	0	0	0	0.00	0.0%
	June	0	0	0	0	0.00	0.0%
	July	0	0	0	0	0.00	0.0%
	August	0	0	0	0	0.00	0.0%
	September	0	0	0	0	0.00	0.0%
	October	0	0	0	0	0.00	0.0%
	November	0	0	0	0	0.00	0.0%
December	0	1	0	1	0.33	50.0%	
Day of Week	Monday	0	0	0	0	0.00	0.0%
	Tuesday	0	0	0	0	0.00	0.0%
	Wednesday	0	1	0	1	0.33	50.0%
	Thursday	0	0	0	0	0.00	0.0%
	Friday	0	0	1	1	0.33	50.0%
	Saturday	0	0	0	0	0.00	0.0%
	Sunday	0	0	0	0	0.00	0.0%
Time of Day	00:00-06:00	0	1	0	1	0.33	50.0%
	06:00-09:00	0	0	0	0	0.00	0.0%
	09:00-11:00	0	0	0	0	0.00	0.0%
	11:00-13:00	0	0	0	0	0.00	0.0%
	13:00-15:00	0	0	1	1	0.33	50.0%
	15:00-18:00	0	0	0	0	0.00	0.0%
	18:00-24:00	0	0	0	0	0.00	0.0%

SR 915 at NE 119th Street

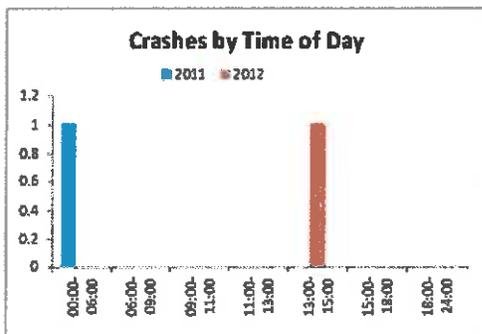
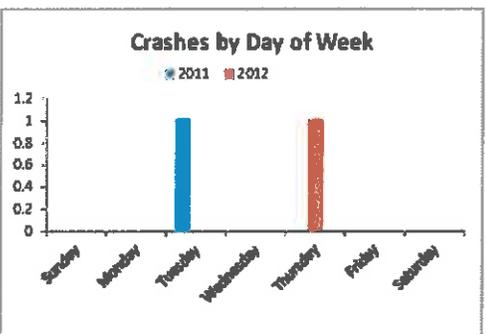
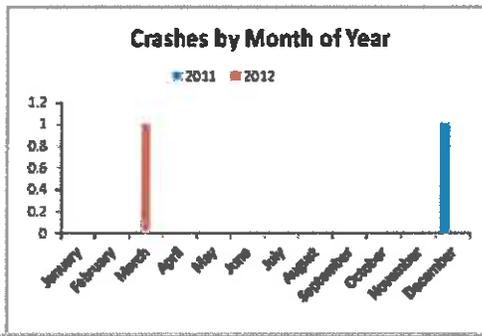
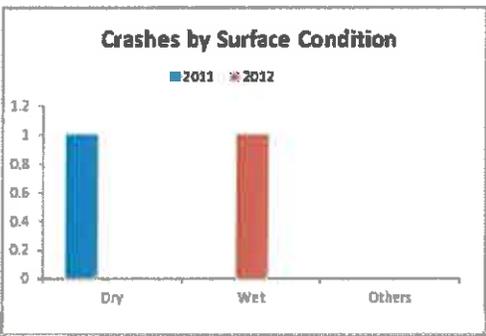
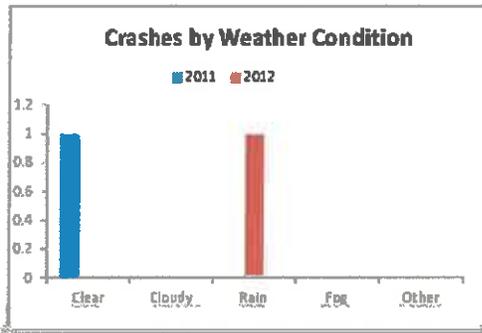
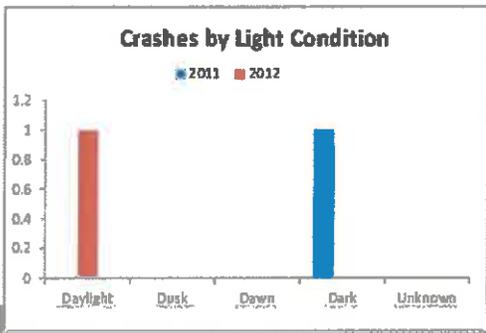
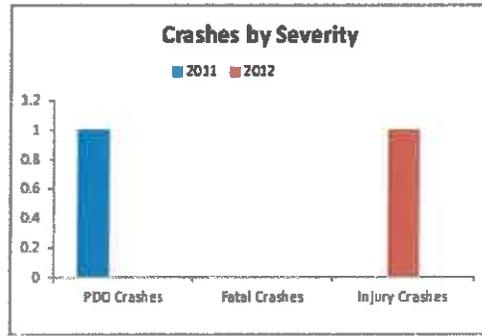
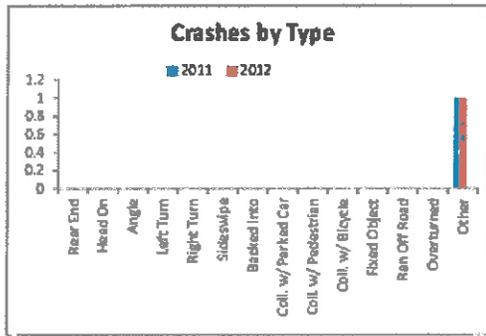


Figure 6 Crash Trends at SR 915 and NE 119th Street

5. QUALITATIVE INTERSECTION ASSESSMENT

The qualitative assessment presented in this section discusses the research performed and provides recommendations at the study intersections.

5.1 Study Recommendations

In order to determine mid-block crossing applicability at the study intersections, the FDOT TEM Section 3.8 was reviewed. In Section 3.8.5(2), the FDOT Traffic Engineering Manual (TEM) states that for a mid-block pedestrian crosswalk to be considered, it shall meet all the criteria in Sections 3.8.5(3) and 3.8.5(4). Those criteria are summarized below:

- Section 3.8.5(3) Minimum Levels of Pedestrian Demand
 - (a) Location under consideration should exhibit a well-defined spatial pattern of pedestrian generators or a well-defined pattern of existing crossings.
Condition not met
 - (b) Sufficient demand should exist that meets or exceeds the thresholds for three consecutive days of data collection:
 - Minimum of 20 pedestrians during any hour.
Condition not met
 - Minimum of 60 pedestrians during any four hours of the day, not necessarily consecutive hours.
Condition not met
- Section 3.8.5(4) Minimum Location Characteristics
 - (a) Minimum roadway volume of 2,000 Average Daily Traffic (ADT).
Condition met
 - (b) Minimum distance to nearest crossing location is 300 feet.
Condition met
 - (c) If the proposed location is between intersections, the minimum block length is 660 feet.
Not Applicable
 - (d) The proposed location must be outside the influence area of adjacent signalized intersections.
Condition met

Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. Field observations did not suggest there were any well-defined pedestrian generators or attractors or pattern of existing pedestrian crossings. Review of pedestrian crossing volumes conducted during the AM and PM peak-hour period did not meet the minimum levels of pedestrian demand defined in Section 3.8.5(3) of the TEM, as both NE 115th Street and NE 119th Street each only observed 8 pedestrians crossing east/west in the four hour count period. As displayed in Table 3 and Table 4, no pedestrian or bicycle crashes occurred at the study intersections over the study period.

Furthermore, with the exception of the sidewalk on the northwest quadrant of SR 915/NE 6th Avenue and NE 115th Street, there are no existing pedestrian facilities in the study area. The lack of sidewalks both along SR 915 and the minor streets in the study area would make implementation of a mid-block crossing difficult due to ADA guidelines and requirements.

Once improvements are made which may increase pedestrian traffic to Griffing Park, it is recommended to revisit the locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM. Along with revisiting the locations in the future, further coordination should take place with the Village of Biscayne Park to possibly construct sidewalks along SR 915 and the east/west minor streets which connect the Village. Constructing sidewalks may encourage a higher level of pedestrian activity than what is currently observed.

6. CONCLUSIONS AND RECOMMENDATIONS

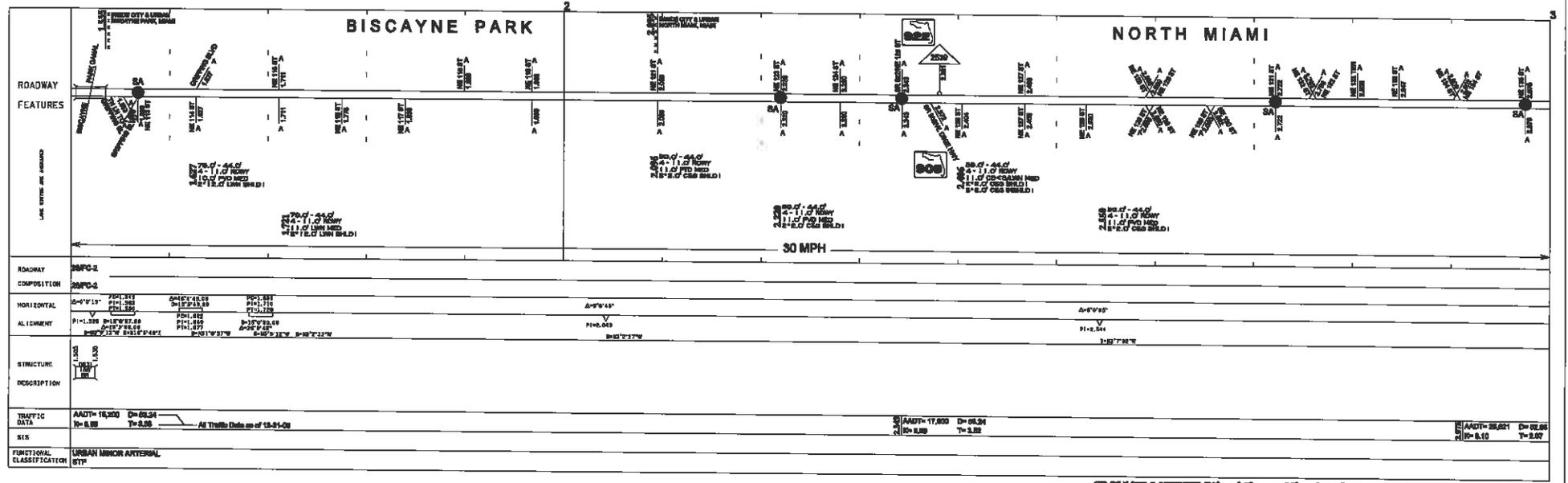
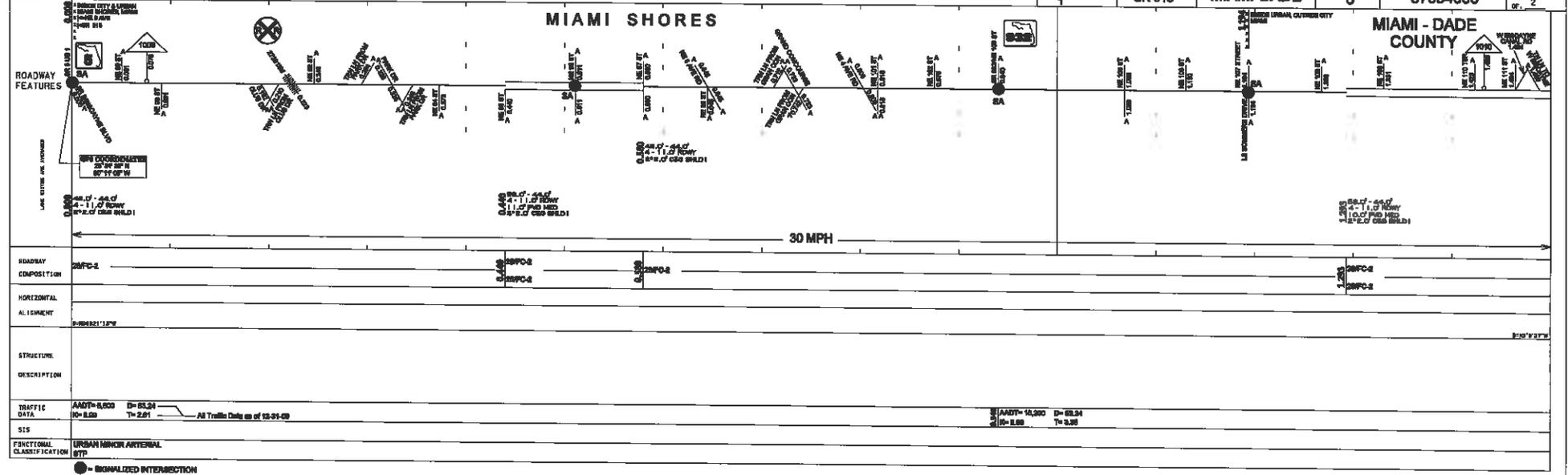
Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. In summary:

- No well-defined pedestrian generators or attractors, or pattern of existing pedestrian crossings was observed;
- Pedestrian crossing volumes did not meet the minimum levels of pedestrian demand.
- No pedestrian or bicycle crashes occurred at the study intersections.
- The lack of sidewalks in the study area would make implementation of a mid-block crossing difficult.

Once improvements are made which may increase pedestrian traffic to Griffing Park, the following recommendations should be considered:

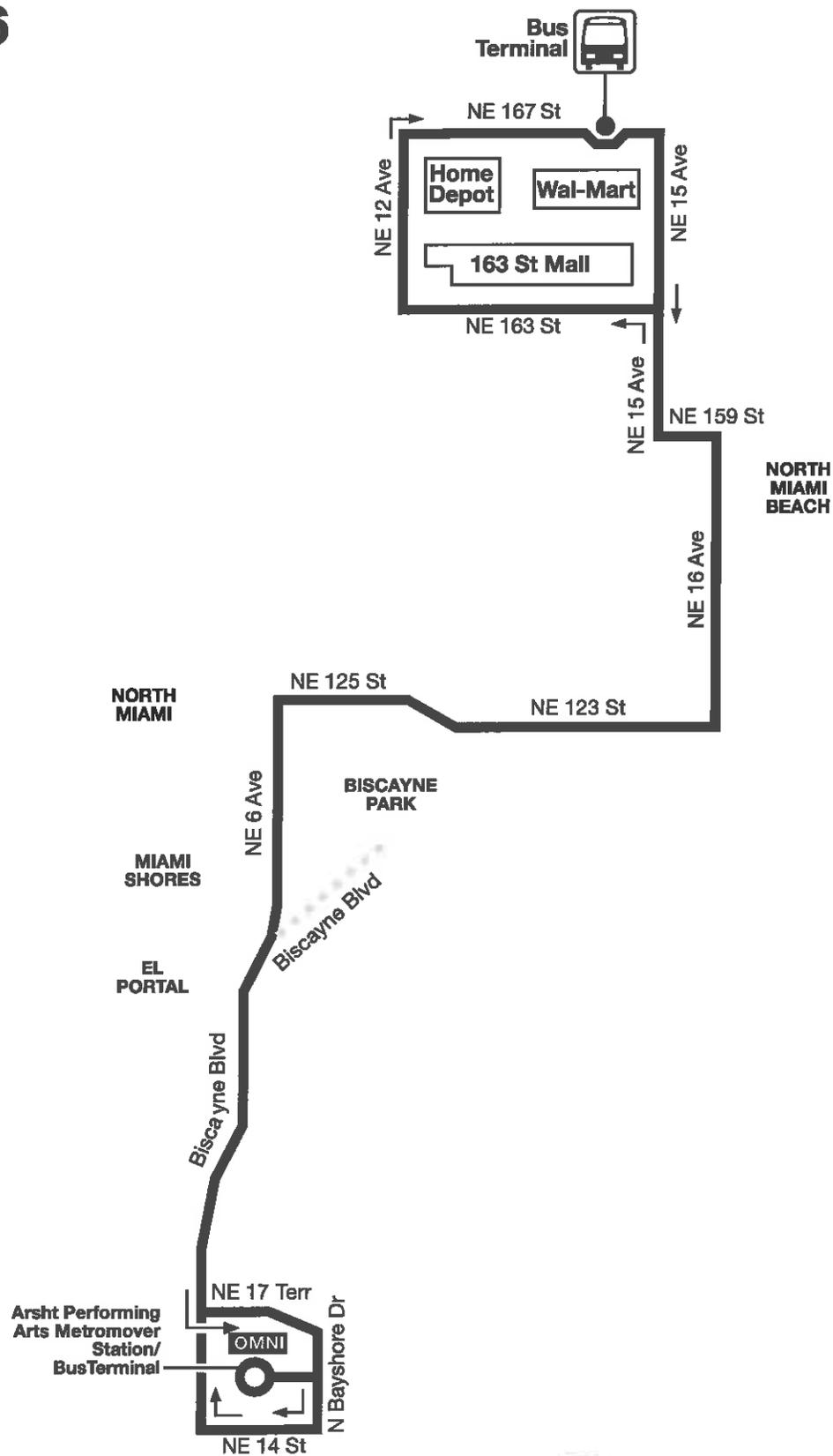
- Revisit these locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM.
- Further coordination should take place to possibly construct sidewalks along SR 915 and along the east/west minor streets.

Appendix A Straight Line Diagram



Appendix B Transit Information

Route 16



NORTH
MAP NOT TO SCALE
12/2009

Miami-Dade County Miami-Dade Transit**Routes Schedule****16 Schedule**[Back to previous page \(javascript: history.go\(-1\)\)](#)

Service: Weekday

Direction: Northbound

OMNI TERMINAL & BISCAYNE BLVD	BISCAYNE BD & NE 36 ST	BISCAYNE BD & NE 79 ST	NE 6 AV & NE 125 ST	NE 167 ST & NE 15 AV
05:25AM	05:32AM	05:41AM	05:51AM	06:11AM
05:49AM	05:56AM	06:08AM	06:20AM	06:40AM
06:13AM	06:23AM	06:35AM	06:47AM	07:09AM
06:37AM	06:47AM	06:59AM	07:12AM	07:34AM
07:01AM	07:12AM	07:25AM	07:38AM	08:00AM
07:19AM	07:30AM	07:43AM	07:56AM	08:18AM
07:37AM	07:48AM	08:02AM	08:16AM	08:38AM
07:55AM	08:06AM	08:20AM	08:34AM	08:56AM
08:13AM	08:24AM	08:38AM	08:52AM	09:14AM
08:31AM	08:42AM	08:56AM	09:10AM	09:30AM
08:49AM	09:00AM	09:14AM	09:28AM	09:48AM
09:07AM	09:18AM	09:32AM	09:46AM	10:06AM
09:25AM	09:36AM	09:50AM	10:04AM	10:24AM
09:43AM	09:54AM	10:08AM	10:22AM	10:43AM
10:01AM	10:12AM	10:26AM	10:40AM	11:02AM
10:31AM	10:42AM	10:56AM	11:10AM	11:32AM
11:01AM	11:12AM	11:26AM	11:40AM	12:02PM
11:31AM	11:42AM	11:56AM	12:10PM	12:32PM
12:01PM	12:12PM	12:26PM	12:40PM	01:03PM
12:31PM	12:42PM	12:56PM	01:10PM	01:33PM
01:01PM	01:12PM	01:26PM	01:40PM	02:04PM
01:31PM	01:42PM	01:56PM	02:10PM	02:34PM
02:01PM	02:12PM	02:26PM	02:40PM	03:04PM
02:31PM	02:42PM	02:56PM	03:11PM	03:35PM
03:01PM	03:14PM	03:29PM	03:44PM	04:09PM
03:31PM	03:44PM	03:59PM	04:14PM	04:39PM

04:01PM	04:14PM	04:29PM	04:44PM	05:09PM
04:29PM	04:42PM	04:57PM	05:12PM	05:37PM
04:49PM	05:02PM	05:17PM	05:32PM	05:57PM
05:07PM	05:20PM	05:35PM	05:50PM	06:15PM
05:25PM	05:38PM	05:53PM	06:08PM	06:31PM
05:43PM	05:56PM	06:11PM	06:26PM	06:49PM
06:01PM	06:14PM	06:28PM	06:43PM	07:04PM
06:19PM	06:32PM	06:46PM	07:01PM	07:21PM
06:37PM	06:50PM	07:04PM	07:17PM	07:37PM
06:55PM	07:08PM	07:21PM	07:34PM	07:54PM
07:13PM	07:24PM	07:37PM	07:50PM	08:10PM
07:31PM	07:42PM	07:55PM	08:08PM	08:24PM
08:01PM	08:10PM	08:21PM	08:32PM	08:48PM
08:31PM	08:40PM	08:51PM	09:02PM	09:18PM
09:01PM	09:10PM	09:21PM	09:32PM	09:48PM
09:31PM	09:40PM	09:51PM	10:02PM	10:18PM
10:01PM	10:10PM	10:21PM	10:32PM	10:48PM

[Back to previous page \(javascript: history.go\(-1\) \)](#)

Page Last Edited: Mon Apr 21, 2014 10:25:27 AM



Miami-Dade County Miami-Dade Transit

Routes Schedule

16 Schedule

[Back to previous page \(javascript: history.go\(-1\) \)](#)

Service: Weekday

Direction: Southbound

NE 167 ST & NE 15 AV	NE 6 AV & NE 124 ST	BISCAYNE BD & NE 79 ST	BISCAYNE BD & NE 36 ST	OMNI TERMINAL & BISCAYNE BLVD
04:40AM	04:54AM	05:06AM	05:14AM	05:20AM
05:07AM	05:21AM	05:33AM	05:41AM	05:47AM
05:26AM	05:40AM	05:52AM	06:04AM	06:11AM
05:41AM	06:00AM	06:16AM	06:28AM	06:35AM
06:05AM	06:24AM	06:40AM	06:52AM	06:59AM
06:18AM	06:37AM	06:53AM	07:07AM	07:17AM
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08:38AM	09:01AM	09:18AM	09:32AM	09:41AM
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09:58AM	10:19AM	10:36AM	10:50AM	10:59AM
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01:55PM	02:19PM	02:36PM	02:50PM	02:59PM
02:25PM	02:49PM	03:06PM	03:20PM	03:29PM

02:55PM	03:19PM	03:36PM	03:50PM	03:59PM
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08:14PM	08:29PM	08:43PM	08:52PM	08:59PM
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09:14PM	09:29PM	09:43PM	09:52PM	09:59PM

[Back to previous page \(javascript: history.go\(-1\)\)](#)

Page Last Edited: Mon Apr 21, 2014 10:25:27 AM



Appendix C Pedestrian and Bicycle Counts



7409 SW Tech Center Dr, STE B150

Tigard, OR 97223

971-223-0003

www.qualitycounts.net

Order Number: 12463703/04

Location: SR 915/NE 6th Ave – NE 115th St

Date: 3/19/2014- 3/20/2014

7:00AM - 9:00AM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
7:56	1	EB	Bike	1
8:40	1	EB	Ped	5
8:41	1	EB	Bike	
8:44	2	WB	Ped	
8:44	1	SB	Ped	

4:00PM - 6:00PM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
4:19	1	WB	Ped	2
4:28	1	EB	Ped	
4:43	1	WB	Bike	1
4:45	1	SB	Ped	4
4:45	1	EB	Ped	
4:47	2	SB	Bike	
5:03	1	SB	Ped	
5:03	2	NB	Bike	5
5:12	2	EB	Ped	
5:49	2	WB	Bike	4
5:51	1	EB	Ped	
5:56	1	NB	Bike	



7409 SW Tech Center Dr, STE B150

Tigard, OR 97223

971-223-0003

www.qualitycounts.net

Order Number: 12463701/02

Location: SR 915/NE 6th Ave – NE 119th St

Date: 3/19/2014 - 3/20/2014

7:00AM - 9:00AM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
7:09	1	SB	Ped	1
7:15	1	SB	Bike	3
7:20	1	NB	Ped	
7:27	1	NB	Ped	
7:30	1	SB	Ped	1
7:55	1	EB	Bike	1
8:43	1	SB	Ped	1
8:49	1	WB	Ped	1

4:00PM - 6:00PM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
4:14	1	WB	Ped	1
4:24	1	EB	Ped	1
4:58	1	NB	Ped	1
5:21	1	EB	Ped	2
5:24	1	SB	Ped	
5:45	1	EB	Ped	1

Appendix D Crash Data

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      CCC           AAA      AAA      RRR      RRR
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    CCC           AAAAAAAAAA      RRRRRRRRRR
   CCC           AAA      AAA      RRR      RRR
  CCC           AAA      AAA      RRR      RRR
 CCCCCCCCCC      AAA      AAA      RRR      RRR
CCCCCCCCC      AAA      AAA      RRR      RRR

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C R A S H R E P O R T I N G S Y S T E M

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AVERAGE DAILY TRAFFIC: ...
# OF LEGS: .....

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 TIME...14:14:11
 COMMENT:
 FROM: 01/01/2010 TO 12/31/2012
 FROM CO/SEC/SUB: 87 034 000
 TO CO/SEC/SUB: 87 034 000

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 1 - SORT BY ROADWAY, MILE POINT
 RAMP INCL
 INFL INCL
 CR/OS INCL

PAGE NO: 2
 USERID: KNKAIHT
 I/O.... CARI113

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	1	1	2	3	0	1	0	0
2012	0	0	0	0	0	2	2	0	0	0	0
TOTAL	0	0	0	1	1	4	5	0	1	0	0

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FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 *** REPORT TOTALS ***

PAGE NO: 3
 USERID: KNKAIHT
 I/O.... CARI113

CUMULATIVE TOTALS FOR ALL LOCATIONS SUBMITTED - OVERLAPPING OR INTERSECTING LOCATIONS MAY RESULT IN CRASHES COUNTED MORE THAN ONCE

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
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2012	0	0	0	0	0	2	2	0	0	0	0
TOTAL	0	0	0	1	1	4	5	0	1	0	0

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      CCC              AAA      AAA      RRR      RRR
     CCC              AAAAAAAAAA      RRRRRRRRRR
    CCC              AAAAAAAAAA      RRRRRRRRRR
   CCC              AAA      AAA      RRR      RRR
  CCC              AAA      AAA      RRR      RRR
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 CCCCCCCCCC      AAA      AAA      RRR      RRR

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C R A S H R E P O R T I N G S Y S T E M

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ACCOUNT #: ..... 5565945
SUBMIT W/HOLD? ..... N
USERID: ..... KNKAIHT
DETAIL SORT ORDER: ..... 1 - SORT BY ROADWAY, MILE POINT
PRINT SEGMENTS? ..... N
PRINT INTERSECTIONS? .... N
SUMMARY FORMAT: ..... -
OVERRIDE VALUES:
  MAX # OF BREAKS: ..... 0
  CRASH RATE CATEGORY: ..
  AVERAGE DAILY TRAFFIC:..
  # OF LEGS: .....

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 1 - SORT BY ROADWAY, MILE POINT
 RAMP INCL
 INFL INCL
 CR/OS INCL

PAGE NO: 2
 USERID: KNKAIHT
 I/O.... CARI113

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	0	0	1	1	0	0	0	0
2012	0	0	0	1	1	0	1	0	1	0	0
TOTAL	0	0	0	1	1	1	2	0	1	0	0

NOTICE: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.

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 TIME...14:13:30

FLORIDA - DEPARTMENT OF TRANSPORTATION
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 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 *** REPORT TOTALS ***

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CUMULATIVE TOTALS FOR ALL LOCATIONS SUBMITTED - OVERLAPPING OR INTERSECTING LOCATIONS MAY RESULT IN CRASHES COUNTED MORE THAN ONCE

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	0	0	1	1	0	0	0	0
2012	0	0	0	1	1	0	1	0	1	0	0
TOTAL	0	0	0	1	1	1	2	0	1	0	0

N O T I C E: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.



June 1, 2018

Ms. Elizabeth Stacey
Project Manager - Bicycle/Pedestrian & ADA Coordinator
Florida Department of Transportation
District VI – Planning & Environmental Management Office
1000 NW 111th Avenue, Room 6111
Miami, FL 33172

RE: TWO # 8: Miscellaneous Services II
Assignment # 41 – SR 915/NE 6th Avenue
Between NW 113th Street (MP 1.568) and NE 121st Street (MP 2.095)
Roadway ID 87034000, Village of Biscayne Park
Field Observations

Dear Ms. Stacey

On April 30, 2018, Trident Engineering was requested to review the feasibility of constructing sidewalks along SR 915/NE 6th Avenue, between NE 113th Street and NE 121st Street. The review entails checking the feasibility based on current design criteria and updating a previously developed cost estimate in 2013 (by HDR Engineering, Inc. as part of FM No. 431175-1-52-01) to reflect *2017-2018 Historic Costs*.

The feasibility of constructing sidewalks along SR 915/NE 6th Avenue, between NE 113th Street and NE 121st Street was reviewed by the Department in October 2013. The review, which included pedestrian data collection and a crash analysis concluded that “...*cost to establish a pedestrian way (\$1.281M) would be excessively disproportionate to the need...*”. **In a recent meeting, the Village Manager, and a Commissioner of Village of Biscayne Park expressed their desire for sidewalks along SR 915/NE 6th Avenue to the District Secretary** – a copy of the email dated April 23, 2018, referring to the meeting is included in **Attachment A**. The recent straight-line diagram and the aerial exhibit from the 2013 study for this segment of SR 915/NE 6th Avenue are provided in **Attachment B**. Note, unlike the 2013 review, the current update does not include pedestrian data collection and crash data analysis.

Roadway Characteristics

SR 915/NE 6th Avenue is classified as an urban minor arterial that runs south to north within the study limits. It is a four lane, two-way, divided roadway with a posted speed limit of 30 MPH and has a context classification of C4 – Urban General. The area surrounding the study location is mostly residential. SR 915/NE 6th Avenue from NE 113th Street to NE 115th Street has an access management classification of 6 (non-restrictive median), and from NE 115th Street to NE 121st Street has an access management classification of 5 (restrictive median). **Figure 1** depicts the study location.

Figure 1: Study Location





Review of Applicable Design Standards & Guidelines

As a minimum, following documents were reviewed to ascertain the applicable design standards and guidelines:

- 2018 FDOT Design Manual (FDM): Chapter 222 – Pedestrian Facilities
- FDOT District 6 Design Handbook: Chapter 3 - Roadway
- Florida Green Book: Chapter 8 – Pedestrian Facilities
- FDOT Standard Design Index

The considerations for sidewalk installation along state roadways and the criteria are described in *2018 FDOT Design Manual (FDM) – Chapter 222*. FDM recommends to “Provide sidewalk on high speed curbed and flush shoulder roadways within C2T, C3R, C4, C5 or C6 context classification; and within C1, C2 or C3C where the demand for use is demonstrated”. Further, FDM recommends sidewalk on flush shoulder roadways not to be constructed directly adjacent to the roadway or shoulder pavement, and placing sidewalk in the following order of desirability:

1. As near the R/W line as possible.
2. Outside of the clear zone.
3. Five feet beyond the limits of the full width shoulder.
4. At the limits of the full width shoulder.

The minimum width for sidewalk along a C4 context classification roadway is 6 feet as specified in *2018 FDOT Design Manual (FDM) – Table 222.1.1*. The FDM also specifies that a 48 inches of minimum unobstructed sidewalk width must be provided at signal poles, light poles, and sign poles, located within the sidewalks.

FDOT District 6 Design Handbook: Section 3.3 - AMERICANS WITH DISABILITIES ACT (ADA) specifies that a minimum sidewalk clear width of 48 inches (not including the width of sidewalk curb) must be provided at above ground obstacles (utilities, signs, traffic mast arms, light poles, landscaping, etc.) located within sidewalks. However, a “*Design Variation is typically justifiable when the clear sidewalk width at a point location is at least 32 inches or greater*”. Additionally, the Americans with Disabilities Act (ADA) Standards specifies that any above ground obstacles are not to reduce the sidewalk circulation path (width) to less than 36 inches.

Field Review

A field review was performed on Tuesday, May 23, 2018 to assess the feasibility of constructing sidewalks along SR 915/NE 6th Avenue within the project limits. The main purpose of this review was to confirm the existing right-of-way widths and to identify fixed above ground obstacles (light poles, utility poles, fire hydrants and trees) within the existing right-of-way that may need to be relocated or removed to facilitate the proposed sidewalks.

Attachment C provides plan sheets extracted from the FM No. 431175-1-52-01 that were included in the previous 2013 review, and shows the above ground fixed obstacles, denoting the distances

from the edge of travel lane to the face of obstacles. As part of the field review, these distances were re-measured, and corrected if the difference is 6 inches or more. Additionally, existing fixed obstacles that were not present or omitted at the time of the 2013 review were identified and their distance to the edge of travel lane were also measured and annotated. Besides the fixed obstacles, the landscaping in front of several private homes encroach onto the public right-of-way.

Table 1 shows the type and number of conflicting fixed above ground obstacles, which will need to be relocated/removed or will require a Design Variation within the sidewalk to comply with the FDOT District 6 Design Handbook specifications.

Table 1: Conflicting Above Ground Obstacles

Roadway Segment	Side of the Roadway	Light Poles		Utility Poles		Trees	Fire Hydrants
		Relocation	Design Variation	Relocation	Design Variation	Removal	Design Variation
NE 113 th Street - NE 114 th Street	East	1	2	0	0	0	0
	West	0	0	0	0	0	0
NE 114 th Street - NE 115 th Street	East	0	1	0	0	0	0
	West	0	1	1	0	1	0
NE 115 th Street - NE 116 th Street	East	0	0	0	0	0	0
	West	0	0	1	1	0	0
NE 116 th Street - NE 117 th Street	East	0	0	0	0	0	0
	West	0	0	2	0	0	0
NE 117 th Street - NE 118 th Street	East	0	0	0	0	0	0
	West	0	0	2	0	1	1
NE 118 th Street - NE 119 th Street	East	0	1	0	0	1	0
	West	0	0	1	2	2	0
NE 119 th Street - NE 121 st Street	East	0	0	0	0	0	0
	West	0	0	0	0	0	0
Total		1	5	7	3	5	1

Right of Way & Sidewalk Location

Based on the design plans for FM No. 431175-1-52-01, **Table 2** shows the available distance along SR 915/ NE 6th Avenue between the back of right-of-way line and the edge of travel lane. **Figures 2, 3 and 4** depicts some examples of sidewalk clear width implications as they relate to existing fixed obstacles. Site photographs are provided in **Attachment D**.

Table 2: Available Right-of-Way

Roadway Segment	Side of the Roadway	Available Distance to Right-of-Way (feet)
NE 113 th Street - NE 114 th Street	East	6*
	West	6
NE 114 th Street - NE 115 th Street	East	13
	West	14
NE 115 th Street - NE 121 st Street	East	10
	West	10

*Includes the width of existing curb and gutter

Figure 2: Sidewalk on the Eastside – Pole Relocation Not Required



Figure 3: Sidewalk on the Westside – Trees Need to be Removed



Figure 4: Sidewalk on the Westside – Pole Location Requiring Relocation or Variance





Based on the field measured right-of-way locations relative to the edge of travel lanes, it is geometrically feasible to construct 6-foot wide sidewalks along SR 915/ NE 6th Avenue from NE 113th Street to 121st Street on the westside and from NE 114th Street to NE 121st Street on the eastside.

- The eastside segment between NE 113th Street and NE 114th Street can only accommodate a 4 feet-wide sidewalk, which requires a design variation.
- Apart from the 4 feet-wide sidewalk, the existing curb and gutter at the northeast corner of the NE 113th Street intersection will have to be moved closer to the edge of the roadway to create the 32 inches (with variance) of clear path next to the signal pole (existing 30 inches of clear path).
- The construction of sidewalks will have a significant impact to landscaping and driveways, all of which are in front of residential properties.
- It is anticipated that the relocation of utility poles and the associated cost will be the responsibility of utility companies.
- The 2013 cost estimate included drainage improvements, which was the largest single cost item. A drainage evaluation was NOT performed for the current review. However, it is evident from the field observations that the drainage is most likely having to be improved to facilitate the additional impervious conditions created by the sidewalks.

Note, the dimensions are NOT based on topographic surveys, and therefore approximate.

Cost Estimate

Attachment E provides the preliminary cost estimate prepared in 2013 by HDR Engineering, Inc. as part of FM No. 431175-1-52-01. **Table 3** presents an updated preliminary cost estimate, based on the *FDOT 2017-2018 Historical Costs*. The current task does not include revising the pay items or the quantities. The pay items and the quantities presented in the 2013 cost estimate were carried forward to the current review. It is important to note that, some of the pay items included in the original estimate had to be replaced by similar current pay items, since the former are no longer included in the current historical costs.

Table 3: Preliminary Cost Estimate

Pay-Item Number	Description	Quantity	Unit	Price per Unit	Total
101-1	MOBILIZATION	8%	LS		\$136,737.89
102-1	MAINTENANCE OF TRAFFIC	10%	LS		\$170,922.37
999-25	CONTINGENCY	15%	LS		\$256,383.55
110-1-1	CLEARING AND GRUBBING	1.40	AC	\$ 26,968.16	\$37,755.42
425-1-541	INLETS, DT BOT, TYPE D, <10'	25	EA	\$ 4,233.97	\$105,849.25
430-175-118	PIPE CULV, OPT MATL, ROUND, 18"S/CD	590	LF	\$ 80.90	\$47,731.00
430-175-124	PIPE CULV, OPT MATL, ROUND, 24"S/CD	400	LF	\$ 177.77	\$71,108.00
443-70-4	FRENCH DRAIN, 24"	4,600	LF	\$ 227.19	\$1,045,074.00
522-1	CONCRETE SIDEWALK AND DRIVEWAYS, 4"	2,600	SY	\$ 51.22	\$133,172.00
522-2	CONCRETE SIDEWALK AND DRIVEWAYS, 6"	1,400	SY	\$ 60.93	\$85,302.00
570-1-2	PERFORMANCE TURF, SOD	2,500	SY	\$ 3.87	\$9,675.00
580-1-2	LANDSCAPE COMPLETE- LARGE PLANTS*	5	LS	\$ 24,885.00	\$124,425.00
635-2-11	PULL & SPLICE BOX, F&I, 13" x 24"	80	EA	\$ 573.23	\$45,858.40
715-4-60	LIGHT POLE COMPLETE, RELOCATE*	1	EA	\$ 3,273.60	\$3,273.60
TOTAL					\$2,273,267.49

*Added items that were not in 2013 cost estimate



Conclusion

Based on the current review and an update of the preliminary cost estimate, the following conclusions have been drawn:

- There is enough available right-of-way along SR 915/ NE 6th Avenue from NE 113th Street to 121st Street on the westside and from NE 114th Street to NE 121st Street on the eastside to accommodate a 6 feet-wide sidewalk.
- Due to right-of-way limitation and the existing curb and gutter, the eastside section between NE 113th Street and NE 114th Street requires a design variation for a 4 feet-wide sidewalk.
- The existing curb and gutter at the northeast corner of the NE 113th Street intersection will have to be moved closer to the edge of the roadway to meet the 32 inches (with variance) of clear path next to the signal pole (existing 30 inches of clear path).
- One (1) light pole, seven (7) utility poles and five (5) trees will have to be relocated/removed to comply with the FDOT District 6 Design Handbook minimum requirement of 32 inches of available sidewalk clear path.
- Four (4) light poles, three (3) utility poles and one (1) fire hydrant located within the proposed sidewalk will require a sidewalk Design Variation to comply with the FDOT District 6 Design Handbook minimum requirement of 32 inches of available sidewalk clear path.
- The updated preliminary cost estimate for building the sidewalk is \$2.273M, roughly \$1M higher than the original preliminary cost estimate of \$1.281M prepared by HDR in 2013. The two additional items – pole relocation and landscaping improvements added only approximately \$128K. The remaining cost increase is attributed to increase in historic costs.
- The drainage improvement cost is the largest single cost item. The unit cost of drainage improvement (French Drain) is almost doubled within the last five years, resulting in a disproportionate cost increase for the drainage improvements. A drainage evaluation will have to be performed to determine the need and the extent of the improvements.
- The landscaping and the driveways in front of several private homes will have to be modified and restored to accommodate the sidewalks. A *loosely estimated* cost of \$124K is added to the cost. A detailed evaluation of landscaping and driveways improvements will have to be performed to determine an accurate cost.

Attachment A

Correspondence

Rajendran Shanmugam

From: Stacey, Elizabeth <Elizabeth.Stacey@dot.state.fl.us>
Sent: Wednesday, April 25, 2018 1:00 PM
To: Raj Shanmugam
Subject: Fwd: 431175-1 Scoping Report - Village of Biscayne Park

Raj;
See email string below. Let's touch base on Monday when I get back in the office. I have a full ped study from traffic ops to share with you. Thanks.

Get [Outlook for iOS](#)

From: Jeffries, Ken
Sent: Tuesday, April 24, 2018 7:59:07 PM
To: Meitin, Omar; Stacey, Elizabeth
Cc: Sierra, Ramon; Huynh, Dat; Yee Fong, Shereen
Subject: Re: 431175-1 Scoping Report - Village of Biscayne Park

Hi Omar - We are going to have one of our consultants design the sidewalk and develop a cost estimate using the previous design files from the 2014 RRR project on NE 6 Ave. Thx Ken

From: Meitin, Omar
Sent: Tuesday, April 24, 2018 6:55 PM
To: Stacey, Elizabeth
Cc: Sierra, Ramon; Huynh, Dat; Jeffries, Ken; Yee Fong, Shereen
Subject: RE: 431175-1 Scoping Report - Village of Biscayne Park

Elizabeth,
I spoke with Jim this afternoon as to why the sidewalks were not constructed as part of the resurfacing project. He is of the opinion the department should provide people traveling a foot, in wheel chairs and accessing transit along the state highways system with sidewalks and locations to cross. I don't disagree.

Omar M. Meitin, P.E.
District Traffic Operations Engineer
Florida Department of Transportation - District Six
1000 NW 111th Avenue
Miami, Florida 33172
(305) 470-5335
Fax: (305) 470-5815

From: Stacey, Elizabeth
Sent: Monday, April 23, 2018 4:03 PM
To: Meitin, Omar <Omar.Meitin@dot.state.fl.us>
Cc: Sierra, Ramon <Ramon.Sierra@dot.state.fl.us>; Huynh, Dat <Dat.Huynh@dot.state.fl.us>; Jeffries, Ken

<Ken.Jeffries@dot.state.fl.us>; Yee Fong, Shereen <Shereen.YeeFong@dot.state.fl.us>

Subject: RE: 431175-1 Scoping Report - Village of Biscayne Park

Omar;

Thank you. Per the memorandum attached and conversations with Erki Suarez, the design team and the Village decided to retain the existing cross section due to the number of issues associated with the installation of sidewalks. We have not done a separate study to examine the need for sidewalks in this area since the resurfacing project in 2014.

Elizabeth Stacey

Bicycle/Pedestrian & ADA Coordinator

Planning & Environmental Management Office
Florida Department of Transportation – District 6
Adam Leigh Cann Building
1000 NW 111th Avenue, Room 6111
Miami, FL 33172
Phone: 305-470-5308
Email: Elizabeth.Stacey@dot.state.fl.us

From: Meitin, Omar

Sent: Monday, April 23, 2018 3:44 PM

To: Stacey, Elizabeth <Elizabeth.Stacey@dot.state.fl.us>

Cc: Sierra, Ramon <Ramon.Sierra@dot.state.fl.us>; Huynh, Dat <Dat.Huynh@dot.state.fl.us>

Subject: RE: 431175-1 Scoping Report - Village of Biscayne Park

Elizabeth,

As I mentioned in our phone conversation this morning Krishan Manners (Village Manger) and Harvey Bilt (Village Commissioner) met with Secretary Wolfe last Friday regarding their desire for sidewalks and pedestrian crossings along NE 6th Ave.

In 2014 the Village made a request (see attached) for crosswalks. Traffic Operations conducted a Pedestrian Study; however, the data did not show the crossings to be justified.

According to the scoping report you provided, thank you by the way, why weren't the sidewalks constructed? Has your office developed any studies or projects to install sidewalks? The lack of sidewalks along NE 6 Ave (113th to 121st Street) creates the implementation of crossings difficult.

Omar M. Meitin, P.E.
District Traffic Operations Engineer
Florida Department of Transportation - District Six
1000 NW 111th Avenue
Miami, Florida 33172
(305) 470-5335

Fax: (305) 470-5815

From: Stacey, Elizabeth

Sent: Monday, April 23, 2018 10:25 AM

To: Meitin, Omar <Omar.Meitin@dot.state.fl.us>

Cc: Sierra, Ramon <Ramon.Sierra@dot.state.fl.us>

Subject: 431175-1 Scoping Report - Village of Biscayne Park

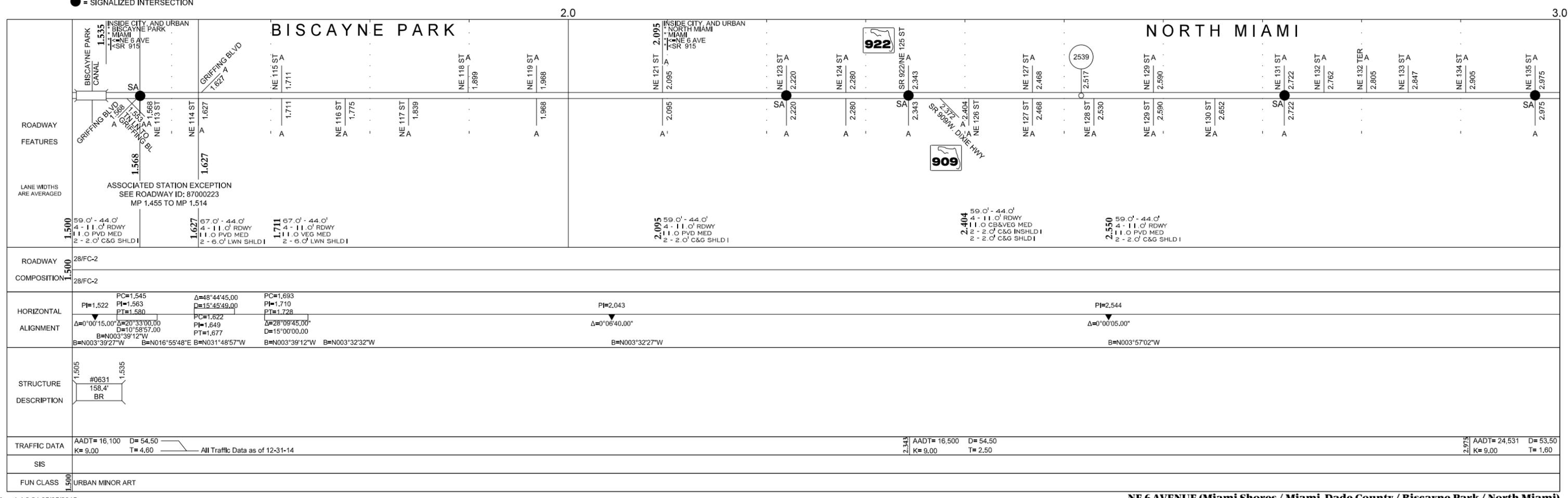
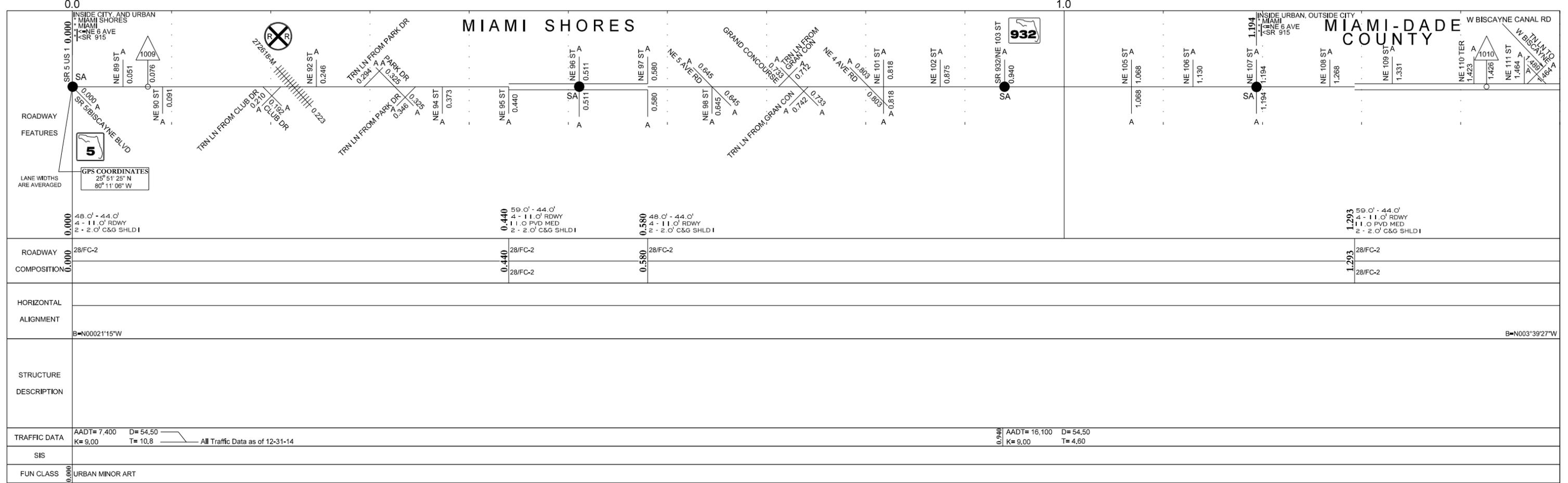
Omar;

The original scoping report for this project recommended a new typical section between NE 113th & NE 121st St of 11' travel lanes, raised median, curb and gutter with 6' sidewalks.

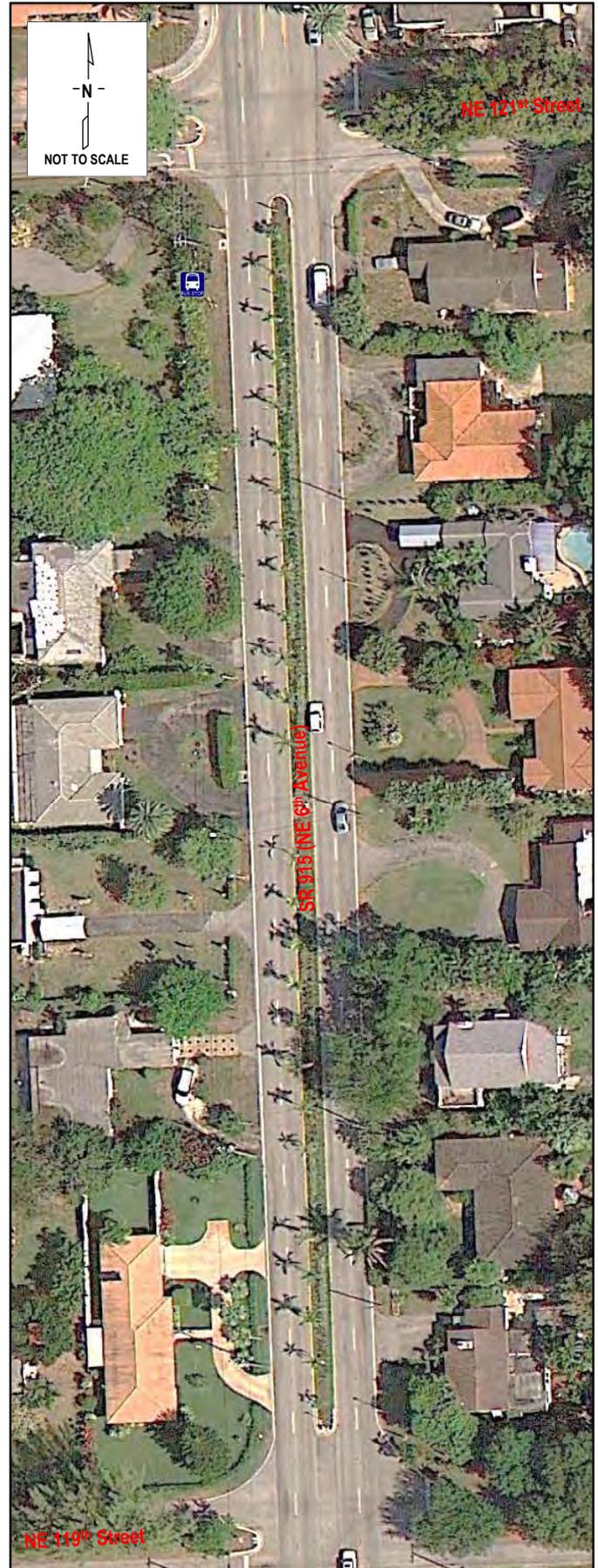
Attachment B

Straight Line Diagram & Aerial Exhibits

FLORIDA DEPARTMENT OF TRANSPORTATION STRAIGHT LINE DIAGRAM OF ROAD INVENTORY

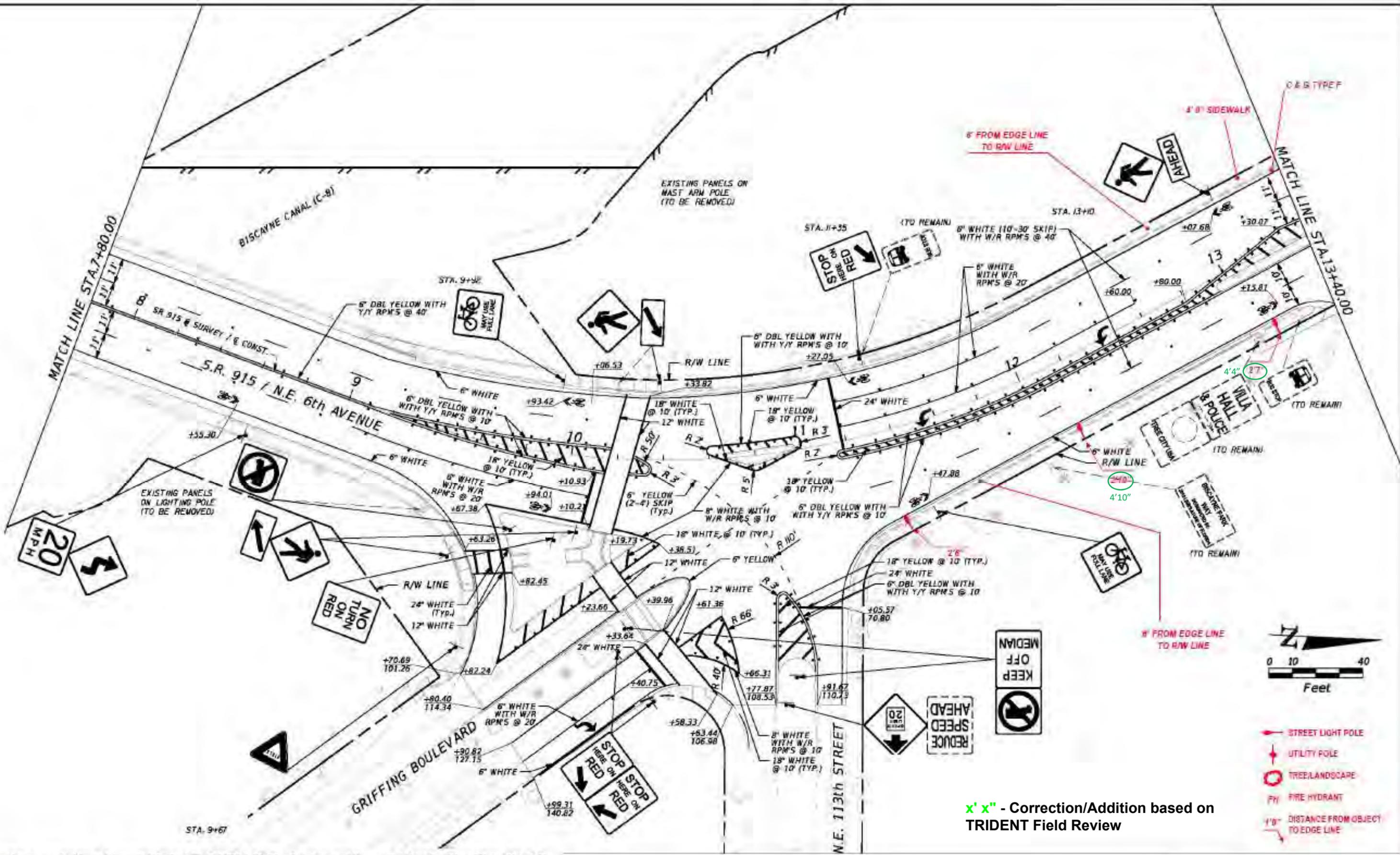






Attachment C

FM No. 431175-1-52-01 Plan Sheets

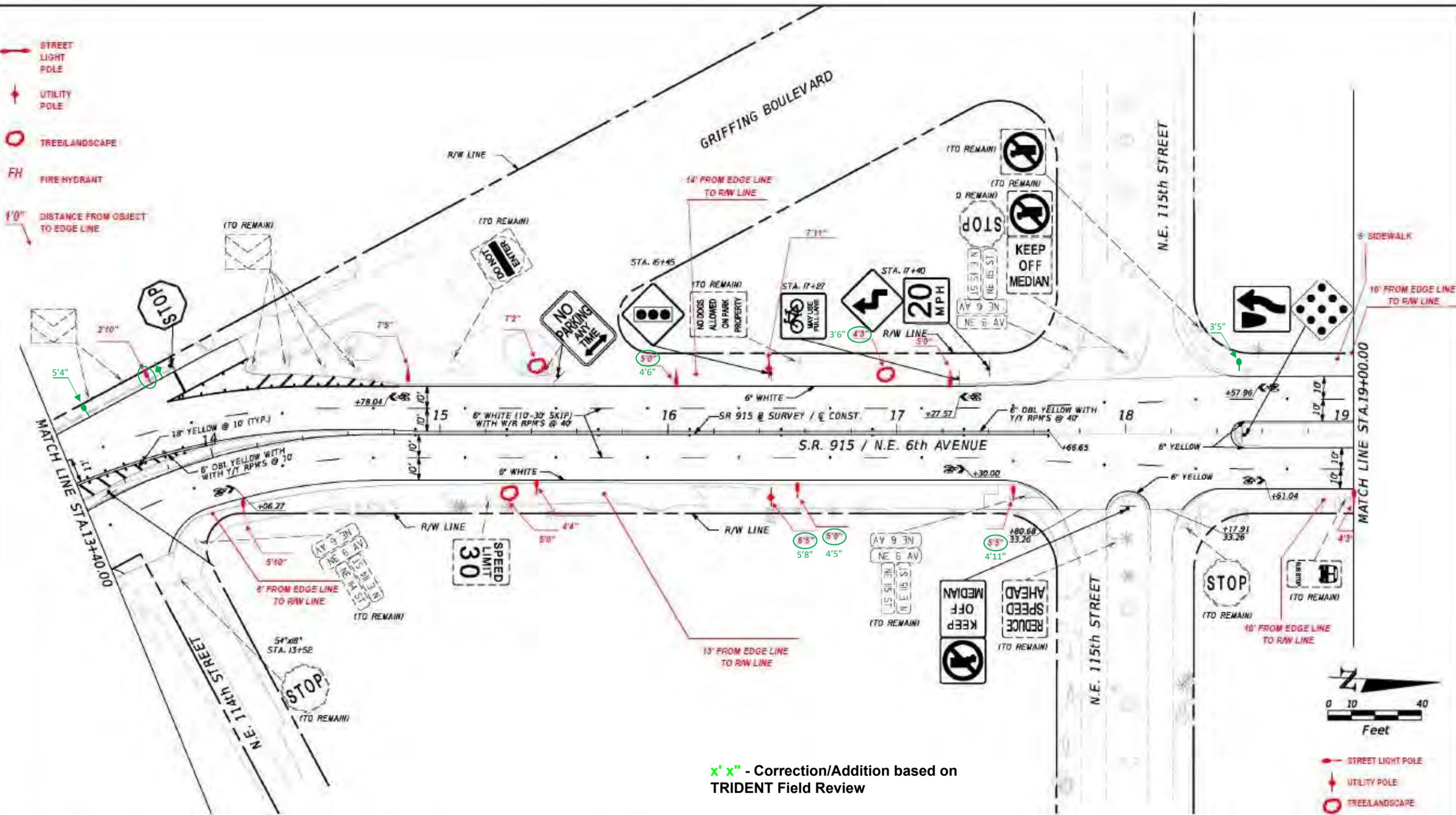


x' x" - Correction/Addition based on TRIDENT Field Review

NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 - Signing and Pavement Marking Plan (Sheet No. S-5) (Modified for clarity and to reflect existing conditions)

Source: URS Report - Oct. 11, 2013

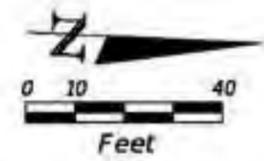
-  STREET LIGHT POLE
-  UTILITY POLE
-  TREELANDSCAPE
-  FIRE HYDRANT
-  1'0" DISTANCE FROM OBJECT TO EDGE LINE



x' x" - Correction/Addition based on TRIDENT Field Review

NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 - Signing and Pavement Marking Plan (Sheet No. S-6) (Modified for clarity and to reflect existing conditions)

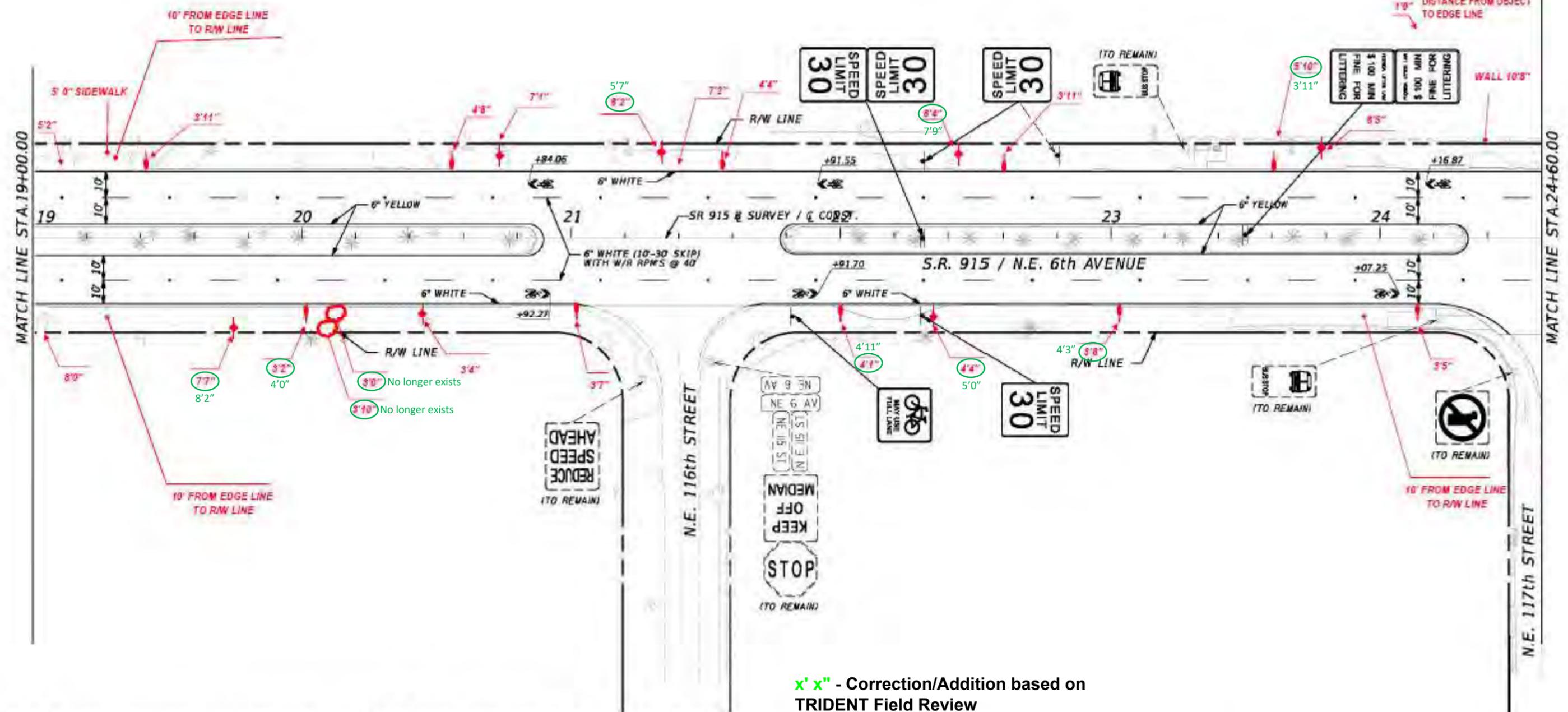
Source: URS Report - Oct. 11, 2013



-  STREET LIGHT POLE
-  UTILITY POLE
-  TREELANDSCAPE
-  FIRE HYDRANT
-  1'0" DISTANCE FROM OBJECT TO EDGE LINE



- STREET LIGHT POLE
- UTILITY POLE
- TREE/LANDSCAPE
- FIRE HYDRANT
- 10' DISTANCE FROM OBJECT TO EDGE LINE



x' x" - Correction/Addition based on TRIDENT Field Review

NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 - Signing and Pavement Marking Plan (Sheet No. S-7) (Modified for clarity and to reflect existing conditions)

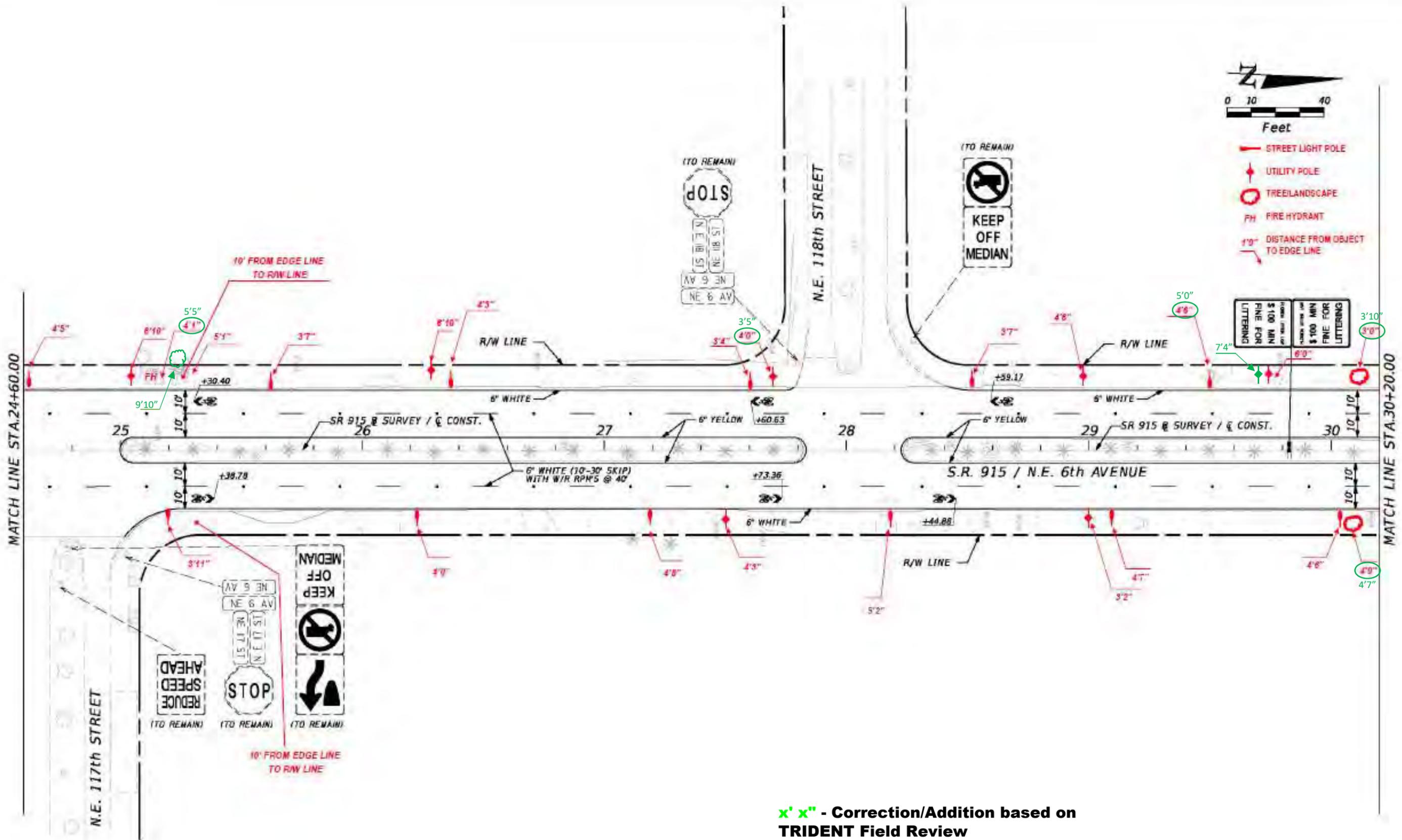
Source: URS Report - Oct. 11, 2013



FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT VI - DISTRICT-WIDE
TRAFFIC OPERATIONS SAFETY STUDIES

Attachment H3

EXISTING CONDITIONS
SR 915 (NE 6th Avenue)
Between NE 121st Street and NE 113th Street



NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 – Signing and Pavement Marking Plan (Sheet No. S-8)
 (Modified for clarity and to reflect existing conditions)

Source: URS Report - Oct. 11, 2013



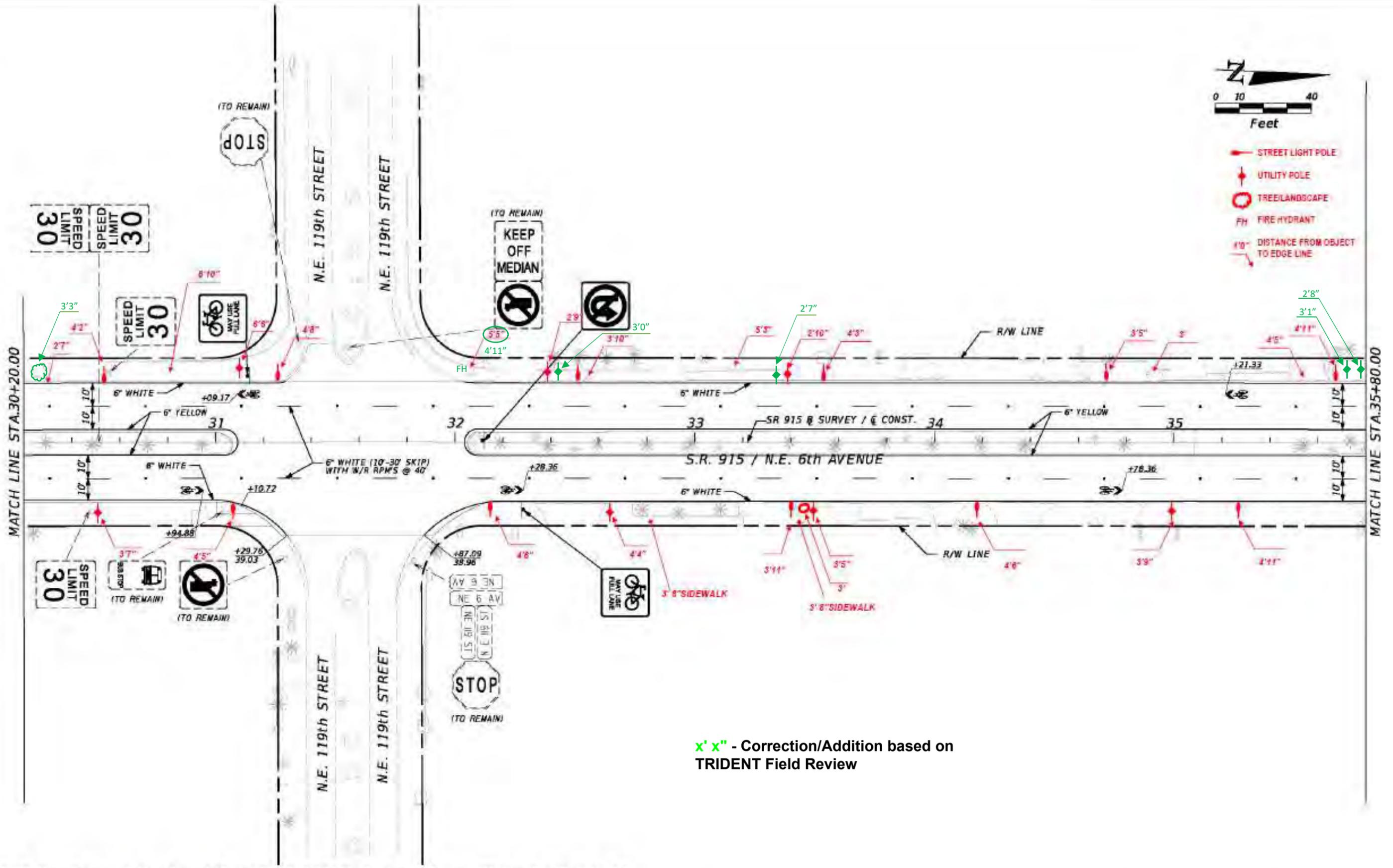
FLORIDA DEPARTMENT OF TRANSPORTATION
 DISTRICT VI – DISTRICT-WIDE
 TRAFFIC OPERATIONS SAFETY STUDIES

Attachment H4

EXISTING CONDITIONS
 SR 915 (NE 6th Avenue)
 Between NE 121st Street and NE 113th Street



- STREET LIGHT POLE
- + UTILITY POLE
- TREELANDSCAPE
- FH FIRE HYDRANT
- 10' DISTANCE FROM OBJECT TO EDGE LINE



x' x" - Correction/Addition based on TRIDENT Field Review

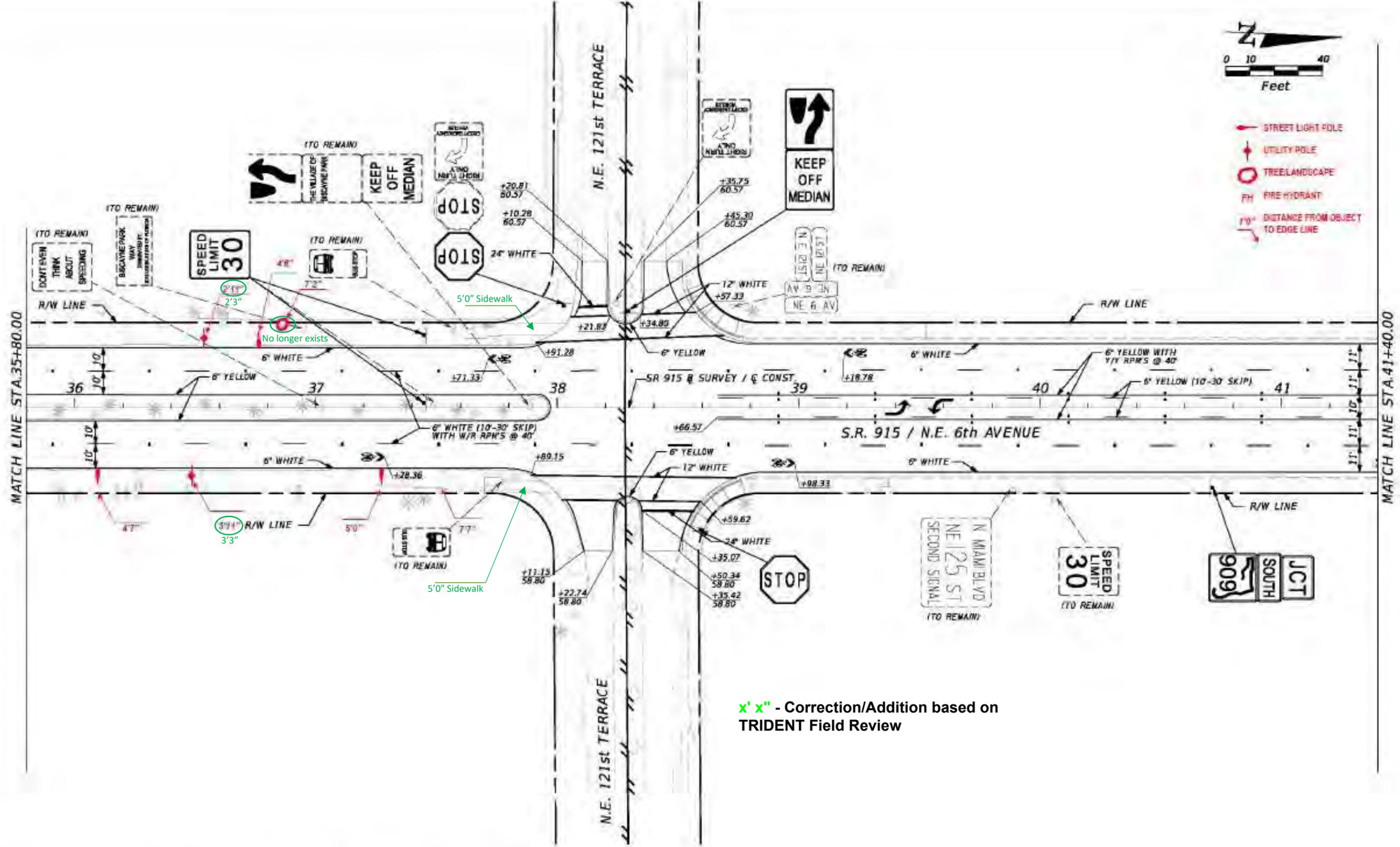
NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 – Signing and Pavement Marking Plan (Sheet No. S-9)
(Modified for clarity and to reflect existing conditions)

Source: URS Report - Oct. 11, 2013





- STREET LIGHT POLE
- UTILITY POLE
- TREELANDSCAPE
- FIRE HYDRANT
- 10' DISTANCE FROM OBJECT TO EDGE LINE



x' x" - Correction/Addition based on TRIDENT Field Review

NOTE: Base plan extracted from Financial Project ID 431175-1-52-01 – Signing and Pavement Marking Plan (Sheet No. S-10)
(Modified for clarity and to reflect existing conditions)

Source: URS Report - Oct. 11, 2013



FLORIDA DEPARTMENT OF TRANSPORTATION
DISTRICT VI – DISTRICT-WIDE
TRAFFIC OPERATIONS SAFETY STUDIES

Attachment H6

EXISTING CONDITIONS
SR 915 (NE 6th Avenue)
Between NE 121st Street and NE 113th Street

Attachment D

Site Photographs



Looking south on NE 6th Avenue, between NE 113th Street and NE 114th Street

Light Pole Base to be relocated to provide clear path

Light Pole Base in need of a design variation to comply with FDOT District 6 Design Handbook

Light Pole in need of design variation to provide clear path



Looking south on NE 6th Avenue, between NE 119th Street and NE 117th Street

Light Pole in need of design variation to provide clear path

Tree to be removed

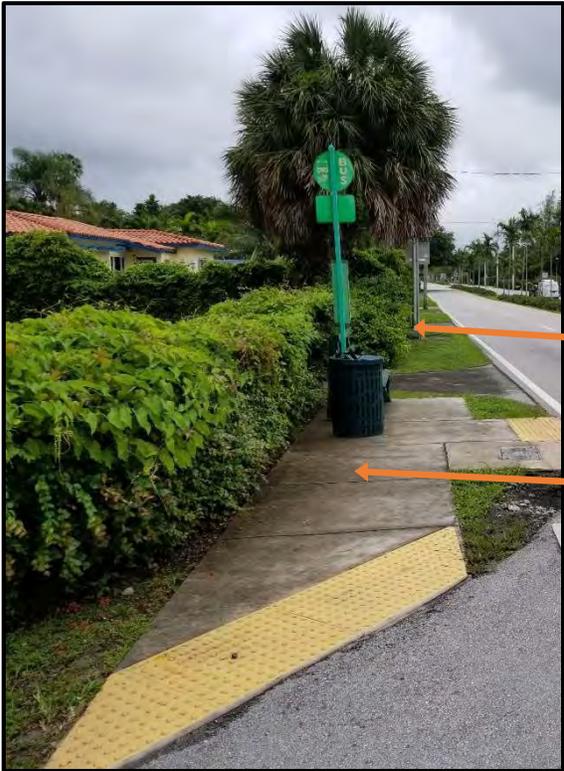




East side on NE 6th Avenue,
approximately 100 feet north of NE 119th
Street.

Landscaping within public ROW

Existing 3'8" - wide sidewalk



Southeast corner of the intersection of NE 6th
Avenue and NE 121st Street

Landscaping within public ROW

Existing 5' wide sidewalk



Southwest corner of the intersection of NE 6th Avenue and NE 121st Street

Existing 5' wide sidewalk



Looking north on NE 6th Avenue, between NE 119th Street and NE 118th Street

Utility pole to be relocated to provide clear path

Two (2) Trees to be removed

Two (2) utility poles in need of design variation to provide clear path





Looking north on NE 6th Avenue, between NE 118th Street and NE 117th Street

Utility pole to be relocated to provide clear path

Tree to be removed

Fire Hydrant in need of design variation to provide clear path

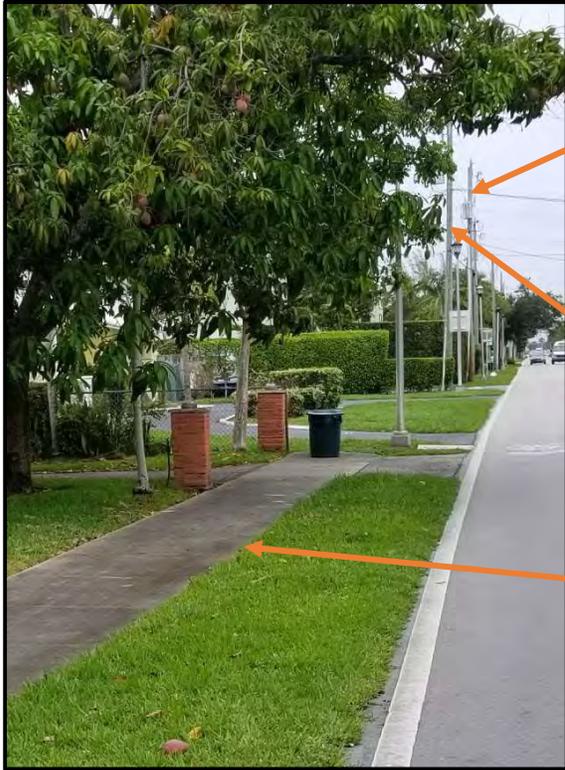
Utility pole to be relocated to provide clear path



Looking north on NE 6th Avenue, between NE 117th Street and NE 116th Street

Utility pole to be relocated to provide clear path

Utility pole to be relocated to provide clear path

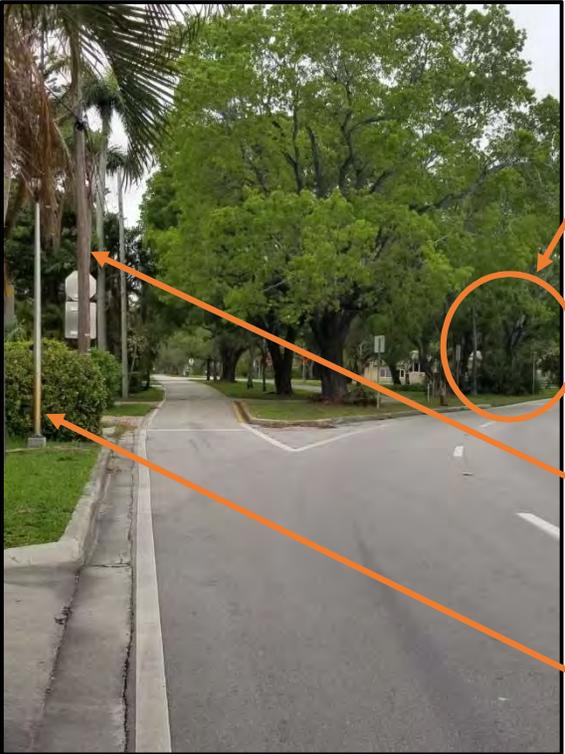


Looking north on NE 6th Avenue, between NE 116th Street and NE 115th Street

Utility pole in need of design variation to provide clear path

Utility pole to be relocated to provide clear path

Existing 5' wide Sidewalk



Looking north on NE 6th Avenue, between NE 115th Street and NE 114th Street

Tree to be removed

Utility pole to be relocated to provide clear path

Light pole in need of design variation to provide clear path

Attachment E

Preliminary Cost Estimate prepared by HDR Engineering,
Inc.

Preliminary Quantity and Cost Estimate

FPID 431175-1
 District 6
 Miami-Dade County
 2/4/2013

Pay-Item Number	Description	Quantity	Unit	Unit Price	Total
101-1	MOBILIZATION	8%	LS		\$ 77,078.79
102-1	MAINTENANCE OF TRAFFIC	10%	LS		\$ 96,348.49
999-25	CONTINGENCY	15%	LS		\$ 144,522.73
110-1-1	CLEARING AND GRUBBING	1.40	AC	\$ 22,993.14	\$ 32,190.40
425-1-541	INLETS, DT BOT, TYPE D, <10'	25	EA	\$ 2,896.08	\$ 72,402.00
430-175-118	PIPE CULVERT, OPTIONAL MATERIAL, ROUND, 18" S/CD	590	LF	\$ 54.89	\$ 32,385.10
430-175-124	PIPE CULVERT, OPTIONAL MATERIAL, ROUND, 24" S/CD	400	LF	\$ 81.58	\$ 32,632.00
443-70-5	FRENCH DRAIN, 30"	4,600	LF	\$ 132.00	\$ 607,200.00
522-1	SIDEWALK CONCRETE, 4" THICK	2,600	SY	\$ 34.72	\$ 90,272.00
522-2	SIDEWALK CONCRETE, 6" THICK	1,400	SY	\$ 40.55	\$ 56,770.00
570-1-2	PERFORMANCE TURF, SOD	2,500	SY	\$ 2.60	\$ 6,500.00
635-1-11	PULL & JUNCTION BOX, F&I, PULL BOX	25	EA	\$ 431.88	\$ 10,797.00
715-14-11	LIGHTING - PULL BOX, F&I, ROADSIDE-MOULDED	50	EA	\$ 404.77	\$ 20,238.50
715-14-12	LIGHTING - PULL BOX, F&I, SIDEWALK	5	EA	\$ 419.58	\$ 2,097.90
SUBTOTAL					\$ 1,281,435

DISTRICTWIDE TRAFFIC OPERATIONS/SAFETY STUDIES

FM No.: 24979653201
Contract No.: C9D63
Task Work Order No. 86



FINAL



SIGNAL WARRANT ANALYSIS

SR 915 / NE 6th Avenue at NE 119th Street

February 2018

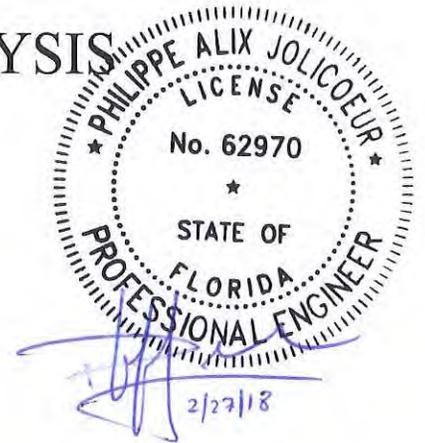
SR 915/NE 6th Avenue at NE 119th Street

Financial Project No.: 249796-5-32-01

Task Work Order No.: 86

SIGNAL WARRANT ANALYSIS

FINAL



Prepared for:

Florida Department of Transportation



District 6

February 2018

Executive Summary

This report documents the findings of a Signal Warrant Analysis for the intersection of SR 915/NE 6th Avenue and NE 119th Street, located in Miami-Dade County, Florida. The signal warrant analysis was initiated following a request from the Village of Biscayne Park to evaluate the need to implement a traffic signal at the study intersection. The purpose of the Signal Warrant Analysis was to investigate and document existing traffic operations and safety conditions at the study location and make recommendations regarding the need for traffic signal control at the intersection. The signal warrant analysis resulted in the following findings:

- The study intersection is a four-leg unsignalized intersection. NE 6th Avenue is a four-lane divided minor arterial and NE 119th Street is a two-lane divided local connector roadway.
- The intersection operates under two-way stop sign control. NE 6th Avenue is the major street and NE 119th Street is the minor street.
- The study intersection is located approximately 0.25 miles south of the intersection of NE 6th Avenue and NE 123rd Street. If a signal is to be installed at the study intersection, it would create a signal spacing that would conform to the access management standards and would satisfy the minimum spacing criteria.
- Field observations indicate that during typical weekday AM and PM peak periods, adequate gaps are available for motorists on the side street approaches to enter the traffic stream on NE 6th Avenue. However, sight distance limitations exist in the northwest and southeast quadrants of the intersection that restrict the minor street driver's ability to see oncoming traffic on NE 6th Avenue. Further, several motorists follow a two-stage crossing maneuver when entering or crossing NE 6th Avenue, despite having a narrow median (approximately 8 feet wide) which does not adequately protect vehicles waiting in the median.

- In field observations it was also noted that speed limit feedback signs are installed on the northbound and southbound approaches of NE 6th Avenue in the intersection. The speed feedback sign on the northbound approach is currently in disrepair and does not function.
- Traffic volumes do not meet the minimum thresholds for a traffic signal, and crash analysis indicates that none of the reported crashes between 2013 and 2015 are correctable by traffic signalization. Further, the average amount of stopped delay for vehicles on the minor street is not excessive. As a result, neither of these criteria justify installation of a traffic signal at this intersection.
- Supplementary police crash reports gathered from the Village of Biscayne Park show a marked increase in reported crashes in 2017. The data shows 9 crashes occurring in 2017, including five crashes of the type correctable by signal control (left turn and angle crashes). This 2017 crash data appears to be an outlier and suggest that conditions may have changed in recent years resulting in a higher crash risk at the intersections.
- Results from speed studies confirm that a large proportion of motorists (approximately 80%) currently operate at speeds above the posted speed limit of 30 MPH. The 85th percentile speed on NW 6th Avenue was determined to be 39 MPH – 9 MPH above the posted speed limit.

Based on the findings from this study, traffic signalization is not recommended at the intersection of SR 915/NE 6th Avenue and NE 119th Street at this time. It is suggested that the Department consider the following countermeasures for improving safety conditions at the intersection:

- Enhance the sight distance on the minor street approaches by removing or trimming landscaping vegetation and other visual obstructions in the northwest and southeast

quadrants of the intersection that block the view of oncoming vehicles. This would provide a safer driving environment for motorists attempting to enter or cross NE 6th Avenue via NE 119th Street.

- Restore the existing speed feedback sign which is located on the southbound approach of the intersection and is currently in disrepair. This will help to improve compliance with the 30 MPH speed limit on NE 6th Avenue.
- Install intersection ahead warning signs (MUTCD: W2-1) with supplemental plates “500 feet” on the northbound and southbound approaches to intersection. This will assist in highlighting the approaching intersection at NW 119th Avenue.
- Following implementation of the above improvements, it is further recommended for the FDOT to continue to monitor crashes at the location to evaluate effectiveness of the countermeasures and assess any increasing crash trends at the study site.
- Install “30 MPH” pavement markings along northbound and southbound NE 6th Avenue in the vicinity of the study intersection. This will assist in reinforcing the posted speed limit.



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Section 1

Project Overview

1.1 INTRODUCTION

RS&H, Inc. was retained by the Florida Department of Transportation (FDOT) to conduct a Signal Warrant Analysis for the intersection of SR 915/NE 6th Avenue and NE 119th Street, located in Miami-Dade County, Florida (See **Figure 1-1**). The signal warrant analysis was initiated following a request from the Village of Biscayne Park to evaluate the need to implement a traffic signal at the study intersection (See **Appendix A**). The purpose of the Signal Warrant Analysis was to investigate and document existing traffic operations and safety conditions at the study location and make recommendations regarding the need for traffic signal control at the intersection.

1.2 STUDY METHODOLOGY

The Signal Warrant Study was undertaken in accordance with Task Work Order No. 86 (issued by the FDOT on September 13, 2017). The study methodology conforms to the following Service Types as described in the Districtwide Traffic Operations/Safety Studies (Contract C9D63), Scope of Services:

Task Work Order No. 86:

Service Type 2:	Signal Warrant Analysis
Service Type 6A (a):	72-hour Traffic Counts
Service Type 6A (c3):	8-Hour Turning Movement/Pedestrian Counts
Service Type 6A (g):	Intersection Delay Study



Signal Warrant Analysis
SR 915 / NE 6 Avenue and NE 119 Street

PROJECT
LOCATION MAP

FIGURE 1-1

Section 2

Existing Conditions

SR 915/NE 6th Avenue within the study area is identified as section 87034000 on the State Highway System. NE 6th Avenue at NE 119th Street is configured as a traditional four-legged intersection. Within the study area, NE 6th Avenue has a north-south orientation and is classified as a minor arterial north and south of NE 119th Street. The typical section of NE 6th Avenue consists of two lanes northbound, two lanes southbound and a divided median. NE 119th Street is a divided east-west roadway consisting of one lane in each direction. Roadway lighting is present at the study intersection. NE 6th Avenue has a 30 miles per hour (mph) posted speed limit, while the posted speed limit on NE 119th Street is 25 mph. An existing condition diagram for the study intersection is depicted in **Figure 2-1**. Residential dwelling units are located throughout the immediate study area, and is the predominant land use.

2.1 INTERSECTION GEOMETRY

The lane configuration of the intersection of NE 6th Avenue and NE 119th Street is described below:

Northbound (NE 6th Street): This approach consists of one shared left/through lane and one shared through/right lane that operates under free flow conditions. Lane widths are approximately 9 feet.

Southbound (NE 6th Street): This approach consists of one shared left/through lane and one shared through/right lane that operates under free flow conditions. Lane widths are approximately 9 feet to 10 feet.

Eastbound (NE 119th Street): This approach consists of one shared left/through/right-turn lane that operates under stop control conditions.

Westbound (NE 119th Street): This approach consists of one shared left/through/right-turn lane that operates under stop control conditions.



Figure 2-1

Condition Diagram

SR 915/NE 6th Avenue at NE 119th Street
 FPD No.: 249796-5-32-01
 FDOT – District 6 Miami-Dade County



Photographs 2-1 through **2-4** depict images of the study intersection. No sidewalks or crosswalks are present along any of the approaches to the intersection. Sharrows are present along NE 6th Avenue north and south of NE 119th Street to accommodate bicyclists.

A Miami-Dade transit bus stop is located along NE 6th Avenue in the vicinity of the study intersection. The northbound bus stop, serving Route 16, is located on the southeast corner of the intersection.

2.2 PAVEMENT CONDITIONS, MARKINGS, AND SIGNS

Based on a visual inspection, the pavement surface, markings, and signs in the vicinity of the study intersection are generally in good condition, particularly along NE 6th Avenue. The field observations revealed that the pavement surface on NE 119th Street is worn although pavement markings are readily visible.

2.3 TRAFFIC CONTROL

The study intersection operates under two-way stop sign control. NE 6th Avenue operates as the major road, while NE 119th Street operates as the minor road with a stop sign installed on the east and west approaches. Southbound U-turns are prohibited at the study intersection.

Speed limit feedback signs are installed on the northbound (at NE 113th Street) and southbound (at NE 121st Street) approaches of NE 6th Avenue in the intersection. In conducting field observations it was noted that the speed feedback sign on the northbound approach is currently in disrepair and does not function (see **Photograph 2-5**).

2.4 ACCESS MANAGEMENT

The segment of NE 6th Avenue within the study area has been assigned Access Class 5 per the *District Access Management Classification System and Standards*. Restrictive medians are permitted for Access Class 5 facilities. The access management standards for a Class 5 facility permit a minimum spacing of 1,320 feet (0.25 miles) between signalized intersections for

facilities with a posted speed limit at or below 45 mph. The nearest signalized intersections are located at NE 123rd Street, approximately 1,340 feet (0.25 miles) north of the study intersection and at NE 113th Street, approximately 2,090 feet (0.4 miles) south of the study intersection. Therefore, installation of a new traffic signal at the intersection of NE 6th Avenue and NE 119th Street would not violate the recommended minimum signal spacing.



Photograph 2-1: Eastbound approach of the study intersection (Looking West).



Photograph 2-2: Westbound approach of the study intersection (Looking East).



Photograph 2-3: Northbound approach of the study intersection (Looking South).



Photograph 2-4: Southbound approach of the study intersection (Looking North).



Photograph 2-5: Speed feedback sign SB on NE 6th Avenue at NW 121st Street.

2.5 TRAFFIC OPERATIONS

Field reviews were conducted at the study intersection on Tuesday, November 28, 2017. The field review periods were consistent with the weekday AM and PM peak periods, based on review of the traffic data. The following conditions were observed:

Morning Peak Period:

During the weekday AM peak period, relatively moderate traffic was observed along NE 6th Avenue in the southbound direction whereas moderate to light traffic was observed in the northbound direction. Periodically, short queues were noted on NE 119th Street on the westbound approach to the study intersection (see **Photograph 2-6**). These queues were approximately 75 feet long. Some drivers in queue were observed to stop beyond the stop bar to improve their sight distance of oncoming vehicles due to visual obstructions (see **Photographs 2-7 and 2-8**).



Photograph 2-6: View of westbound minor street queue at intersection.



Photograph 2-7: Sight distance limitations on minor street eastbound approach.



Photograph 2-8: Sight distance limitations on minor street westbound approach.

These sight distance limitations are present on the eastbound and westbound approaches, and restrict the driver's ability to see oncoming traffic on NE 6th Avenue. Landscaping hedges are substantially taller than 30 inches (the maximum allowable height for vegetation within a sight distance triangle) and generally about the travel lanes on NE 6th Avenue.

Eastbound and westbound left-turning drivers were observed stacking within the narrow 8-foot wide median, using it as a two-stage gap acceptance to complete the turn maneuver (see **Photograph 2-9**). While increasing the capacity of the unsignalized intersection, the stopped vehicles in the median often partially blocked one of the northbound or southbound travel lanes. Similarly, northbound and southbound left-turning drivers attempted to use the narrow median to remove their vehicles from the through lane. Due to the limited width of the median and lack of left-turn bays, left-turning vehicles occasionally blocked portions of the inside travel lane on NE 6th Avenue.

Overall, most of the westbound approach volume on NE 119th Street was observed turning left onto southbound NE 6th Avenue during the morning peak period. Traffic operations were generally acceptable throughout the morning peak period.

Evening Peak Period:

During the evening peak period, relatively moderate traffic was observed along NE 6th Avenue in the northbound direction whereas moderate to light traffic was observed in the southbound direction. Light traffic was noted on NE 119th Street on the westbound and eastbound approaches to the study intersection.

Similar to morning peak period conditions, eastbound and westbound left-turning drivers were observed stacking within the narrow 8-foot wide median using it as a two-stage gap acceptance to complete the turn maneuver. These vehicles in the median often partially blocked one of the northbound or southbound travel lanes. Northbound and southbound left-turning drivers attempted to use the narrow median to safely store their vehicles away from the through lane while waiting for a gap in the traffic stream. Due to the limited width of the median and lack

of left-turn storage bays, left-turning vehicles occasionally block portions of the inside travel lane on NE 6th Avenue (see **Photograph 2-9**).

Traffic operations were generally acceptable throughout the afternoon period.



Photograph 2-9: Drivers sometimes use the median as a storage area to complete turns.

Note that vehicle is partially blocking one of the southbound through lanes.

2.6 PEDESTRIANS/BICYCLES

No pedestrian nor bicycle activities were observed in the vicinity of the study intersection during the morning and afternoon peak period observations.

Section 3 Traffic Data

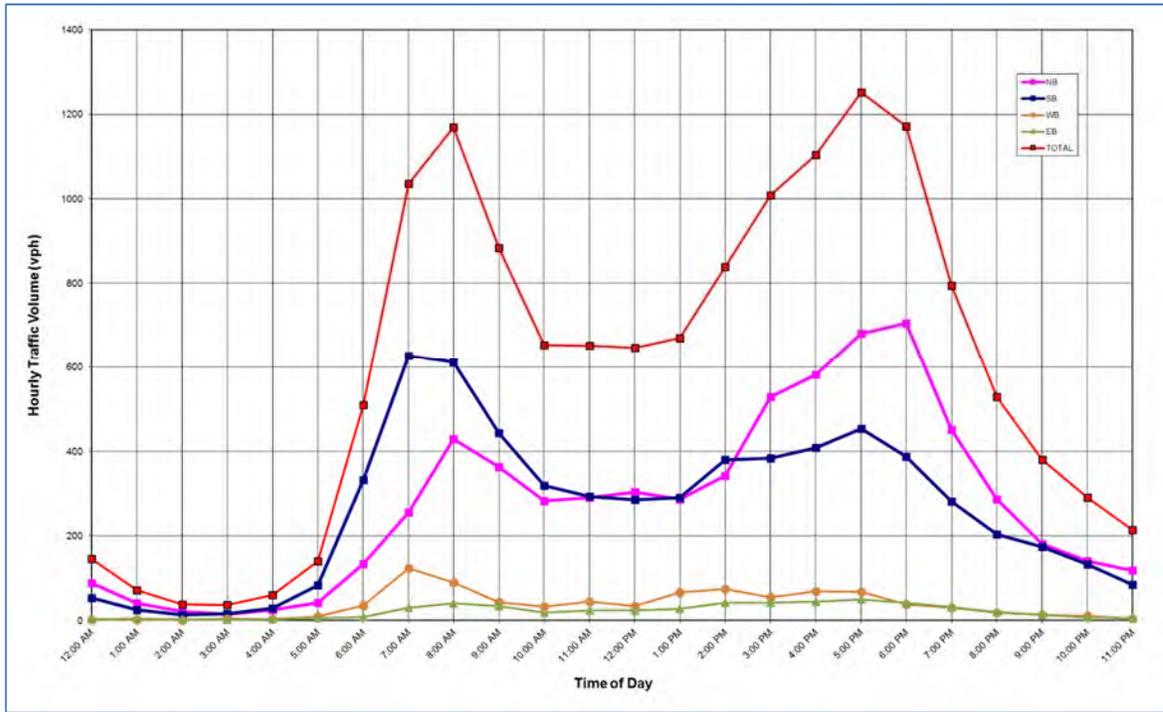
3.1 MECHANICAL TRAFFIC COUNTS

Mechanical traffic counts were collected on all approaches of the study intersection. The counts were collected during typical weekday periods for a continuous 72-hour period extending from Tuesday, November 7, 2017 through Thursday, November 9, 2017. Detailed results from the mechanical counts are presented in **Appendix B**, and are summarized in **Table 3-1**. **Figure 3-1** graphically depict the variation of hourly traffic volume versus time of day for a typical weekday (Tuesday, Wednesday or Thursday) at the intersection.

Table 3-1 – Summary of Mechanical Traffic Counts

Time Begins	Tuesday				Wednesday				Thursday				3-Day Average			
	11/7/2017				11/8/2017				11/9/2017							
	EB	WB	NB	SB	EB	WB	NB	SB	EB	WB	NB	SB	EB	WB	NB	SB
12:00 AM	4	0	104	58	3	1	73	28	2	3	88	73	3	1	88	53
01:00 AM	1	1	44	28	6	4	36	22	2	0	43	25	3	2	41	25
02:00 AM	2	1	21	16	1	0	18	14	4	0	25	10	2	0	21	13
03:00 AM	1	3	14	18	4	5	16	16	0	3	13	14	2	4	14	16
04:00 AM	6	3	23	27	4	1	22	26	2	5	30	34	4	3	25	29
05:00 AM	7	8	40	77	5	11	38	93	7	8	49	80	6	9	42	83
06:00 AM	9	31	128	307	6	41	153	342	9	34	121	348	8	35	134	332
07:00 AM	34	125	235	601	25	106	247	595	34	139	283	687	31	123	255	628
08:00 AM	42	86	431	625	42	105	428	615	38	77	428	594	41	89	429	611
09:00 AM	33	43	373	470	36	44	411	426	31	44	304	436	33	44	363	444
10:00 AM	19	35	285	325	20	35	297	292	17	30	267	340	19	33	283	319
11:00 AM	25	44	287	293	28	38	285	279	20	53	298	307	24	45	290	293
12:00 PM	26	38	303	285	29	28	305	291	18	38	301	282	24	35	303	286
01:00 PM	30	69	291	297	32	42	276	306	22	87	293	270	28	66	287	291
02:00 PM	43	71	342	364	43	69	344	373	40	82	341	404	42	74	342	380
03:00 PM	38	61	515	342	42	58	545	393	41	46	526	416	40	55	529	384
04:00 PM	56	75	584	389	45	72	572	418	45	61	591	417	49	69	582	408
05:00 PM	36	67	687	410	46	57	670	468	52	79	685	485	45	68	681	454
06:00 PM	39	36	720	330	40	35	767	415	43	41	629	417	41	37	705	387
07:00 PM	19	30	463	255	32	27	410	258	31	33	482	331	27	30	452	281
08:00 PM	19	25	267	212	19	16	254	202	21	16	339	197	20	19	287	204
09:00 PM	18	11	161	182	13	15	178	158	13	12	203	180	15	13	181	173
10:00 PM	3	8	152	123	8	11	115	132	5	14	153	144	5	11	140	133
11:00 PM	4	6	102	91	6	3	127	73	5	5	128	91	5	5	119	85
24-Hr Total	514	877	6572	6125	535	824	6587	6235	502	910	6620	6582	517	870	6593	6314

Figure 3-1 – Hourly Traffic Volumes vs. Time of Day



3.2 MANUAL TURNING MOVEMENT AND PEDESTRIAN COUNTS

Four-hour manual turning movement counts were collected at the study intersection on Wednesday, November 8, 2017. The data was gathered during the typical weekday traffic peak periods between 7:00 AM and 10:00 AM, and between 2:00 PM and 7:00 PM. Detailed results from the turning movement counts are included in **Appendix C** and summarized in **Table 3-2**.

Results from the intersection turning movement counts reflect variable directional traffic flows along NE 6th Avenue in the southbound and northbound directions depending upon the time of day. Hourly traffic volumes along southbound NE 6th Avenue range between 357 and 646 vehicles per hour (vph), while northbound volumes range between 247 vph and 707 vph. Traffic volumes on NE 119th Street fluctuate during the morning and afternoon periods. Westbound traffic volumes are greater during the morning and afternoon, with volumes ranging between 33 vph and 117 vph. The eastbound volumes are generally the lowest at the intersection with volumes ranging between 24 vph and 53 vph.

Table 3-2 – Summary of Turning Movement Counts

PEAK HOUR	EASTBOUND				WESTBOUND				NORTHBOUND				SOUTHBOUND			
	Left	Thru	Right	Total	Left	Thru	Right	Total	Left	Thru	Right	Total	Left	Thru	Right	Total
7-8 AM	2	16	6	24	86	29	2	117	10	219	18	247	11	548	1	560
8-9 AM	4	23	14	41	64	23	10	97	11	368	32	411	7	634	5	646
9-10 AM	3	21	9	33	27	16	5	48	12	355	26	393	3	417	1	421
2-3 PM	5	30	8	43	40	21	7	68	13	319	35	367	7	347	3	357
3-4 PM	4	28	6	38	33	20	8	61	12	476	45	533	6	361	4	371
4-5 PM	4	37	12	53	51	15	3	69	10	461	56	527	9	388	2	399
5-6 PM	2	35	5	42	45	16	1	62	14	538	72	624	8	428	4	440
6-7 PM	6	20	12	38	21	4	8	33	15	605	87	707	6	365	2	373

3.3 INTERSECTION DELAY STUDY

Intersection delay studies were conducted at the intersection in accordance with the procedures established in the FDOT's *Manual on Uniform Traffic Studies* (MUTS), January 2000 Edition. The delay studies were collected for a 4-hour period during a typical weekday peak period. The data was collected on Tuesday, November 14, 2017, from 7:00 AM to 9:00 AM and from 4:00 PM to 6:00 PM. Delay data was collected for the following lane groups:

- Eastbound and westbound approaches, incorporating all movements

Detailed results from the delay studies are included under **Appendix D** and results summarized in **Table 3-3**. Delays measured for each lane group were correlated with the approximate level of service per the *Highway Capacity Manual 2010* (HCM 2010), Exhibit 19-1. The Department's Quality Level of Service Manual specifies operating LOS D as the minimum level of service standard for intersections operating in an urban environment.

The results in **Table 3-3** indicate that average delays during a typical weekday period for the stop-controlled westbound approach range from 17 to 25 seconds per vehicle. These delays translate to approximately Level of Service C, which are not considered excessive. Vehicular delays for the eastbound approach range from 18 to 23 seconds per vehicle. Such delays also equate to Level of Service C operating conditions, and are also not considered excessive.

Table 3-3 – Summary of Weekday Delay Study

November 14, 2017

AM PEAK PERIOD	AVERAGE DELAY PER APPROACH VEHICLE (secs/veh)		PM PEAK PERIOD	AVERAGE DELAY PER APPROACH VEHICLE (secs/veh)	
	WESTBOUND	EASTBOUND		WESTBOUND	EASTBOUND
7:00 - 7:15	10.43	11.25	4:00 - 4:15	14.67	25.94
7:15 - 7:30	12.69	7.14	4:15 - 4:30	20.10	19.62
7:30 - 7:45	21.27	21.00	4:30 - 4:45	18.15	15.46
7:45 - 8:00	49.26	43.00	4:45 - 5:00	16.30	27.00
7:00 - 8:00	25.87	23.38	4:00 - 5:00	17.76	22.37
LOS	D	C	LOS	C	C
8:00 - 8:15	17.93	30.33	5:00 - 5:15	25.77	19.29
8:15 - 8:30	14.22	10.70	5:15 - 5:30	25.77	19.55
8:30 - 8:45	23.30	18.70	5:30 - 5:45	25.48	26.06
8:45 - 9:00	17.09	15.89	5:45 - 6:00	24.22	12.67
8:00 - 9:00	18.17	18.68	5:00 - 6:00	25.25	20.49
LOS	C	C	LOS	D	C

Note:

1. The estimated LOS is based on Exhibit 19-1 of the HCM 2010:

LOS A, 0-10 sec/veh
 LOS B, >10-15 sec/veh
 LOS C, >15-25 sec/veh
 LOS D, >25-35 sec/veh
 LOS E, >35-50 sec/veh
 LOS F, >50 sec/veh

3.4 SPEED STUDY

A Speed Study was conducted along NE 6th Avenue north of NE 119th Street according to the guidelines specified in the Department’s manual of *Speed Zoning for Highways, Roads & Streets in Florida (July 2017)*, which is based on the MUTCD, as well as the *Manual on Uniform Traffic Studies (MUTS)*. NE 6th Avenue has a posted speed limit of 30 mph in the vicinity of the study intersection. This is consistent with the Department and MUTCD guideline that if “Sharrows” are present, then the maximum speed limit should be 35 mph.

The speed study was conducted using automatic machines and pneumatic tube sensors to continuously record travel speeds over a 24-hour period on a typical weekday, Tuesday, November 14, 2017. The data collected was analyzed to establish speed characteristics during a typical weekday. Based on a review of the 24-hour speed counts, it was determined that the 85th Percentile speed on northbound and southbound NE 6th Avenue is 39 mph. Further, the 10 mph pace speed was recorded between 31 mph and 40 mph for both northbound and southbound NE 6th Avenue. The speed data is included within **Appendix E** and summarized in **Table 3-4**.

The results from the speed study confirm that a significant proportion (approximately 80%) of the traffic using NE 6th Avenue operate above the posted speed limit of 30 mph. Further, approximately 13% operate at more than 10 mph above the speed limit (40 mph or greater). These results suggest that corrective measures are needed to reduce operating speeds to be more consistent with the posted speed limit.

Table 3-4 – Summary of Speed Study

Characteristics	NE 6th Ave N OF NE 119th St	
	Northbound	Southbound
85th Percentile (mph) ¹	39	39
10-mph Pace	31-40	31-40
Avg Speed (mph)	35	35
Current Posted Speed Limit (mph)	30	30
% of Vehicles > Posted Speed Limit	81.7%	78.3%

Section 4

Crash Analysis

4.1 CRASH DATA FROM FDOT'S CARS DATA BASE (2013 – 2015)

Crash data for the three-year period from January 1, 2013 through December 31, 2015 were obtained from the FDOT's CARS database. The data collected was used to prepare Collision Diagrams and Crash Summary Reports for the study intersection. These are detailed under **Appendix F**.

The crash statistics for the study intersection (FDOT Roadway Section 87034000 from MP 1.918 to MP 2.018) are summarized in **Table 4-1**. The data indicates a total of three crashes were reported at the study intersection during the three year period. A review of the hard copy crash reports indicated that crash number 836265240 occurred along West Dixie Highway, hence it was removed from the analysis. Out of the two crashes that were reported at the study intersection, one crash was recorded in 2013, zero crashes in 2014, and one crash in 2015. The one crash in 2013 was an injury crash and no fatal crashes were reported.

A rear-end collision was reported in 2015, while a collision with a fixed object was reported in 2013. Both crashes occurred during daytime and under dry surface conditions. The crash types susceptible to correction by a traffic control signal (Angle and Left-Turn) combined do not exceed five crashes in any calendar year (minimum requirement for consideration of new traffic signal based on crash experience).

Table 4-1 – Crash Summary (2013 to 2015)

SR 915 / NE 6th Avenue at NE 119th Street		Number of Crashes			3 Year Total Crashes	Mean Crashes Per Year	%
		Year					
		2013	2014	2015			
CRASH TYPE	Rear End	0	0	1	1	0	50.0%
	Head On	0	0	0	0	0	0.0%
	Angle	0	0	0	0	0	0.0%
	Left Turn	0	0	0	0	0	0.0%
	Right Turn	0	0	0	0	0	0.0%
	Sideswipe	0	0	0	0	0	0.0%
	Backed Into	0	0	0	0	0	0.0%
	Pedestrian	0	0	0	0	0	0.0%
	Bicycle	0	0	0	0	0	0.0%
	Fixed Object(Tree)	1	0	0	1	0	50.0%
	Others	0	0	0	0	0	0.0%
	Total Crashes	1	0	1	2	1	100.0%
SEVERITY	PDO Crashes	0	0	1	1	0	50.0%
	Fatal Crashes	0	0	0	0	0	0.0%
	Injury Crashes	1	0	0	1	0	50.0%
LIGHTING CONDITIONS	Daylight	1	0	1	2	1	100.0%
	Dusk	0	0	0	0	0	0.0%
	Dawn	0	0	0	0	0	0.0%
	Dark	0	0	0	0	0	0.0%
	Unknown	0	0	0	0	0	0.0%
SURFACE CONDITIONS	Dry	1	0	1	2	1	100.0%
	Wet	0	0	0	0	0	0.0%
	Others	0	0	0	0	0	0.0%
WEATHER CONDITIONS	Clear	1	0	1	2	1	100.0%
	Cloudy	0	0	0	0	0	0.0%
	Rain	0	0	0	0	0	0.0%
	Fog, Smog, Smoke	0	0	0	0	0	0.0%
	Sleet/Hail/Freezing Rain	0	0	0	0	0	0.0%
	Blowing Sand, Soil, Dirt	0	0	0	0	0	0.0%
	Severe Crosswinds	0	0	0	0	0	0.0%
	Other	0	0	0	0	0	0.0%

Source: FDOT CARS

4.2 CRASH DATA FROM VILLAGE OF BISCAYNE PARK (2016 – 2017)

Additional crash data for the study location were gathered from police records provided by the Village of Biscayne Park. The data provided by the village included crashes experienced in 2016 and 2017. The police reports were reviewed to confirm the crash location and pertinent crash statistics (crash type and severity) associated with each crash. The crash data is summarized in **Table 4.2**.

The data includes a total of 13 crashes over the two year period – four crashes reported in 2016 and nine crashes reported in 2017. Eight crashes resulted in property damage only and five involved injuries. No fatalities resulted from these crashes. Six of the reported crashes were of the type correctible by signal control (left turn and angle). One such crash occurred in 2016 and five occurred in 2017.

The crashes reported in 2016 (four) and 2017 (nine) are higher than previous years (2013 – 2015) in which no more than one crash occurred in any given year. The data for 2017, in particular, appears to be an outlier, with substantially more reported crashes than any of the previous years. This suggest that some conditions may have changed in 2017 to increase the crash risk at the study site.

Table 4-2 – Crash Summary (2016 to 2017)

SR 915 / NE 6th Avenue at NE 119th Street		Number of Crashes		3 Year Total Crashes	Mean Crashes Per Year	%
		Year				
		2016	2017			
CRASH TYPE	Rear End	1	0	1	1	7.7%
	Head On	0	0	0	0	0.0%
	Angle	1	3	4	2	30.8%
	Left Turn	0	2	2	1	15.4%
	Sideswipe	0	2	2	1	15.4%
	Fixed Object (curb)	0	1	1	1	7.7%
	Fixed Object (tree)	0	1	1	1	7.7%
	Parked Motor Vehicle	1	0	1	1	7.7%
	Overturn/Rollover	1	0	1	1	7.7%
	Others	0	0	0	0	0.0%
	Total Crashes	4	9	13	7	100.0%
SEVERITY	PDO Crashes	2	6	8	4	61.5%
	Fatal Crashes	0	0	0	0	0.0%
	Injury Crashes	2	3	5	3	38.5%

Source: Village of Biscayne Park

Section 5

Signal Warrant Analysis

The *Manual on Uniform Traffic Control Devices* (MUTCD) is the national standard published by the FHWA that defines the use and application of traffic control devices. The MUTCD (2009 Edition) defines nine warrants for a traffic signal control. At a minimum, one or more of these warrants must be satisfied to justify the installation of a new traffic signal. However, as indicated in Section 4C.01 of the MUTCD, “the satisfaction of a traffic signal warrant or warrants shall not in itself require the installation of a traffic control signal.” Delay, congestion, confusion or other evidence of the need for right-of-way assignment must be shown. Alternative improvements which may eliminate the need for a signal should also be considered. The nine MUTCD warrants are as follows:

- Warrant 1, Eight-Hour Vehicular Volume
- Warrant 2, Four-Hour Vehicular Volume
- Warrant 3, Peak Hour
- Warrant 4, Pedestrian Volume
- Warrant 5, School Crossing
- Warrant 6, Coordinated Signal System
- Warrant 7, Crash Experience
- Warrant 8, Roadway Network
- Warrant 9, Intersection Near a Grade Crossing

The MUTCD allows for a 30% reduction in the minimum vehicular volume for the assessment of applicable Warrants, when either: (1) the 85-percentile speed of the major street exceeds 40 mph in either an urban or rural area, or (2) when the intersection lies within the built-up area of an isolated community having a population of less than 10,000. Given that the posted speed limit along SR 915/NE 6th Avenue is 30 mph, the 30% reduction in minimum vehicular volume was not applied in evaluating the applicable Warrants.

The signal warrant analysis worksheets are included under **Appendix G** and results are summarized below. The signal warrant analyses were prepared using traffic data for average typical weekday conditions from Tuesday, November 7, 2017, Wednesday, November 8, 2017, and Thursday, November 9, 2017. NE 6th Avenue is considered as a two-lane approach major

roadway and NE 119th Street as a single lane approach minor street. The signal warrant analysis results are briefly discussed below and are summarized in **Tables 5-1**.

According to the MUTCD, engineering judgment should also be used in applying various traffic signal warrants concerning right-turn volumes. In general, the degree of conflict encountered by minor-street right-turn traffic with traffic on the major street should be considered. It is recommended that the exclusion of right-turn traffic from the minor-street volume be considered if the movement enters the major street with minimal conflict.

Based on field observations of current operating conditions, it was concluded that much of the right-turn traffic from the minor street (NE 119th Street) encounters some difficulty entering the traffic stream on NE 6th Avenue. Therefore, it was conservatively assumed that all of the right-turn volume on the minor street be included in the signal warrant analyses. The volume calculations for the signal warrant analysis for Tuesday, November 7, 2017, Wednesday, November 8, 2017, and Thursday, November 9, 2017 are included in **Appendix H**. The volumes used in the analysis for November 7th are presented in **Table 5-1**.

Warrant 1 – Eight-Hour Vehicular Volume

Warrant 1 covers the eight-hour vehicular volume signal warrant conditions. The Minimum Vehicular Volume, Condition A is intended where a large volume of intersecting traffic is the principal reason to consider installing a traffic signal. The Interruption of Continuous Traffic, Condition B is intended where traffic volume on a major street is so heavy that traffic on a minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.

The analysis shows that the minor street approach of NE 119th Street does not satisfy the volume criteria for Condition A nor Condition B of Warrant 1 (see **Table 5-1**). Due to the relatively low volume of the minor street approach of NE 119th Street, Warrant 1 is **not satisfied**.

Table 5-1 – Signal Warrant Analysis

Time	NB + SB Approach (major street)	WB Approach (minor street)	Satisfies Warrant 1?	
			Condition A	Condition B
7:00 AM - 8:00 AM	836	125	NO	NO
8:00 AM - 9:00 AM	1056	86	NO	YES
9:00 AM - 10:00 AM	843	43	NO	NO
2:00 PM - 3:00 PM	706	71	NO	NO
3:00 PM - 4:00 PM	857	61	NO	NO
4:00 PM - 5:00 PM	973	75	NO	YES
5:00 PM - 6:00 PM	1097	67	NO	NO
6:00 PM - 7:00 PM	1050	39	NO	NO
Warrant 1 Threshold Volume - Condition A	600	150		
Warrant 1 Threshold Volume - Condition B	900	75		

Note: Threshold based on 100% Volume Criteria

Warrant 2 - Four-Hour Vehicular Volume

Warrant 2, the four hour vehicular volume warrant, is intended to be applied where the volume of intersecting traffic is the principal reason to consider installing a signalized traffic control. The analysis shows that the minor street approach of NE 119th Street does not satisfy the volume criteria for Warrant 2. Therefore, Warrant 2 **is not satisfied**.

Warrant 3 – Peak Hour Warrant

Warrant 3 is intended for use at a location where traffic conditions are such that for a minimum of 1 hour of an average day, the minor street traffic suffers undue delay when entering or crossing the major street. The MUTCD stipulates that this warrant must only be used for unusual cases such as office complexes, manufacturing plants, industrial complexes or other high-occupancy vehicle facilities that attract or discharge large amounts of vehicles over a short time. Since the study intersection does not provide access to such unusual traffic-generating uses, Warrant 3 is **not applicable** for this study.

Warrant 4 – Pedestrian Volume

Warrant 4 is intended for application where the traffic volume on a major street is so heavy that pedestrians experience excessive delays in crossing the major street. The analysis shows that during both the weekday and weekend periods, the pedestrian volumes crossing NE 6th Avenue are not sufficiently high to satisfy the criteria for Warrant 4. Therefore, Warrant 4 is **not satisfied**.

Warrant 5 – School Crossing

Warrant 5 is applicable when the fact that school children cross the major street is the principal reason to consider installing a traffic control signal. Since the study intersection does not accommodate school children crossing NE 6th Avenue, Warrant 5 is **not applicable** for this study location.

Warrant 6 – Coordinated Signal System

Warrant 6 is applicable when progressive movement in a coordinated system necessitates installing a traffic signal in order to maintain proper platooning of vehicles. Since proper platooning is present on NE 6th Avenue in this area, Warrant 6 is **not satisfied**.

Warrant 7 – Crash Experience

Warrant 7 is examined when the crashes experienced at a location are a principal consideration. One of the four criteria required for this warrant is for the location to have experienced five or more reported crashes, of the type susceptible to correction by traffic control, within a 12-month period. The analysis showed that crashes experienced at the intersection do **not satisfy** the criteria for Warrant 7.

Warrant 8 – Roadway Network

Warrant 8 is appropriate where installing a traffic signal might be justified to encourage concentration and organization of traffic flow on a roadway network at the intersection of two major routes. Since NE 119th Street is not considered a major route, Warrant 8 is **not applicable** for this study.

Warrant 9 – Intersection Near a Grade Crossing

Warrant 9 is appropriate where none of the conditions described in the other eight traffic signal warrants are met, but the proximity to the intersection of a grade crossing on an intersection approach controlled by a STOP or YIELD sign is the principal reason to consider installing a traffic control signal. Since the intersection is not located near a grade crossing, Warrant 9 is **not applicable** for this study.

Warrant Analysis Summary

The signal warrant analyses of traffic conditions for Tuesday, November 7, 2017, Wednesday, November 8, 2017, and Thursday, November 9, 2017, are included in **Appendix G**. Results of the traffic warrant analysis are summarized in **Tables 5-2**.

Table 5-2 – Summary of Signal Warrant Analysis

Warrant	Description	Applicable?	Satisfied?
Warrant 1	Eight-Hour Vehicular	YES	NO
Warrant 2	Four-Hour Vehicular	YES	NO
Warrant 3	Peak Hour	Not Applicable	NO
Warrant 4	Pedestrian Volume	YES	NO
Warrant 5	School Crossing	Not Applicable	NO
Warrant 6	Coordinated Signal System	YES	NO
Warrant 7	Crash Experience	YES	NO
Warrant 8	Roadway Network	Not Applicable	NO
Warrant 9	Intersection Near Grade Crossing	Not Applicable	NO

Results of the signal warrant analysis reveal that no warrants are met for any of the three days evaluated.

Section 6

Conclusion and Recommendations

The Signal Warrant Analysis at the intersection of SR 915/NE 6th Avenue and NE 119th Street resulted in the following findings:

- Field observations indicate that during typical weekday AM and PM peak periods, adequate gaps are available for motorists on the side street approaches to enter the traffic stream on NE 6th Avenue. However, sight distance limitations exist in the northwest and southeast quadrants of the intersection that restrict the minor street driver's ability to see oncoming traffic on NE 6th Avenue. Further, several motorists follow a two-stage crossing maneuver when entering or crossing NE 6th Avenue, despite having a narrow median (approximately 8 feet wide) which does not adequately protect vehicles waiting in the median.
- In field observations it was also noted that speed limit feedback signs are installed on the northbound and southbound approaches of NE 6th Avenue in the intersection. The speed feedback sign on the northbound approach is currently in disrepair and does not function.
- Traffic volumes do not meet the minimum thresholds for a traffic signal, and crash analysis indicates that none of the reported crashes between 2013 and 2015 are correctable by traffic signalization. Further, the average amount of stopped delay for vehicles on the minor street is not excessive. As a result, neither of these criteria justify installation of a traffic signal at this intersection.
- Supplementary police crash reports gathered from the Village of Biscayne Park show a marked increase in reported crashes in 2017. The data shows 9 crashes occurring in 2017, including five crashes of the type correctable by signal control (left turn and angle crashes). This 2017 crash date appears to be an outlier and suggest that conditions may have changed in recent years resulting in a higher crash risk at the intersections.

- Results from speed studies confirm that a large proportion of motorists (approximately 80%) currently operate at speeds above the posted speed limit of 30 MPH. The 85th percentile speed on NW 6th Avenue was determined to be 39 MPH – 9 MPH above the posted speed limit.

Based on the findings from this study, traffic signalization is not recommended at the intersection of SR 915/NE 6th Avenue and NE 119th Street at this time. It is suggested that the Department consider the following countermeasures for improving safety conditions at the intersection:

1. Enhance the sight distance on the minor street approaches by removing or trimming landscaping vegetation and other visual obstructions in the northwest and southeast quadrants of the intersection that block the view of oncoming vehicles. This would provide a safer driving environment for motorists attempting to enter or cross NE 6th Avenue via NE 119th Street.

2. Restore the existing speed feedback sign which is located on the southbound approach of the intersection and is currently in disrepair. This will help to improve compliance with the 30 MPH speed limit on NE 6th Avenue.

3. Install intersection ahead warning signs (MUTCD: W2-1) with supplemental plates “500 feet” on the northbound and southbound approaches to intersection. The will assist in highlighting the approaching intersection at NW 119th Avenue.



4. Following implementation of the above improvements, it is further recommended for the FDOT to continue to monitor crashes at the location to evaluate effectiveness of the countermeasures and assess any increasing crash trends at the study site.

5. Install “30 MPH” pavement markings along northbound and southbound NE 6th Avenue in the vicinity of the study intersection. This will assist in reinforcing the posted speed limit.

List of Appendices:

A: FDOT Correspondence

B: Mechanical Traffic Counts

C: Manual Turning Movement Counts

D: Delay Study

E: Speed Study

F: Crash Summaries and Collision Diagrams

G: Assessment of Traffic Signal Warrants (FDOT Completed Forms)

H: Volume Calculations for Signal Warrant Analysis

Appendix A:

FDOT Correspondence

Sierra, Ramon

From: Maarouf, Khalil
Sent: Tuesday, August 29, 2017 3:30 PM
To: Sierra, Ramon
Cc: Dornevil, Leonard; Leon, Misleidys; Sarmiento, Carlos
Subject: FW: NE 6th Ave & 119th Street
Attachments: NE 6 Ave at NE 119 St.pdf

Ramon,

Leonard and myself met this afternoon at 2:00 pm with Commissioner Harvey Bilt, Village Manager Krishan Manners and Chief of Police Nick Wollschlager at NE 6 Ave and NE 119 Street intersection in Village of Biscayne Park. They have concerns about safety and speeding vehicles. They are requesting a traffic signal at the subject location. we told them that we will be conducting a traffic study to determine if a traffic signal is warranted or any other type of traffic calming devices that could be used as an improvement. We will assign this request to RS&H. Please issue a CTP _____ number. Thanks

Harvey Bilt
Commissioner
640 NE 114th Street
Biscayne Park, Florida 33161
Phone 305 899-8000
Cell 305 610-4300
hbilt@biscayneparkfl.gov

Khalil Maarouf

Florida Department of Transportation
District 6 Traffic Operations
1000 NW 111 Ave, Room 6202A
Phone (305) 470-5335, Fax (305) 470-5815
E-mail: khalil.maarouf@dot.state.fl.us



From: Sierra, Ramon
Sent: Thursday, August 17, 2017 2:53 PM
To: Sarmiento, Carlos; Leon, Misleidys; Maarouf, Khalil
Subject: RE: NE 6th Ave & 119th Street

Hello All,

Our office conducted a study at this location in 2014 (attached).

Ramon Sierra
(305) 470-5336

[FDOT Recruitment: Get On Board](#)

From: Sarmiento, Carlos
Sent: Thursday, August 17, 2017 12:05 PM
To: Sierra, Ramon; Leon, Misleidys; Maarouf, Khalil
Subject: FW: NE 6th Ave & 119th Street

Good afternoon.

This request is from Biscayne Park Police Chief Wollschlager. He would like to do a sort of roadway survey with engineers. Could you please reach out to him?

Thank you.

Carlos Sarmiento
Community Traffic Safety Programs Coordinator
& Safety Campaigns Manager
Florida Department of Transportation - District 6
1000 NW 111th Ave., Room 6206 A
Miami, FL 33172
Direct Phone: (305) 470-5437
Main Phone: (305) 470-5335
Fax: (305) 470-5330
E-mail: carlos.sarmiento@dot.state.fl.us



From: Nick Wollschlager [<mailto:nwollschlager@biscayneparkpolice.org>]
Sent: Tuesday, August 15, 2017 3:37 PM
To: Sarmiento, Carlos
Subject: NE 6th Ave & 119th Street

Good afternoon Carlos,

It was a pleasure meeting you formally finally at the LEL event the other day. I am following up on what we spoke about in regards to an evaluation of the intersection of NE 6th Ave (State Road 915) and NE 119th St. If possible, please let me know your availability to come out and I will make sure to get some documents ready.

Thanks,
-Nick

Nick Wollschlager
Chief of Police
Biscayne Park Police Department
640 NE 114th Street
Biscayne Park FL 33161
(305) 893-7490 Office
(305) 981-4750 Fax

Appendix B:

Mechanical Traffic Counts

County: 87
 Station: 1191
 Description: NE 6TH AVE N OF NE 119TH STREET
 Start Date: 11/07/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total		
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total			
0000	35	26	19	23	103	25	12	9	12	58	161		
0100	13	14	11	6	44	8	7	9	4	28	72		
0200	4	11	4	3	22	3	5	3	5	16	38		
0300	3	3	4	5	15	3	5	4	6	18	33		
0400	5	3	9	7	24	6	6	8	7	27	51		
0500	8	5	8	17	38	15	18	17	27	77	115		
0600	20	21	37	48	126	39	55	85	128	307	433		
0700	43	52	58	68	221	125	136	168	172	601	822		
0800	81	110	109	107	407	171	142	167	145	625	1032		
0900	111	85	86	67	349	139	124	103	104	470	819		
1000	80	64	70	61	275	75	91	83	76	325	600		
1100	69	71	73	66	279	68	77	74	74	293	572		
1200	73	68	77	72	290	67	69	81	68	285	575		
1300	71	65	69	78	283	76	66	80	75	297	580		
1400	76	80	97	78	331	63	76	117	108	364	695		
1500	94	124	122	132	472	88	78	87	89	342	814		
1600	132	130	130	149	541	106	95	98	90	389	930		
1700	162	149	164	138	613	100	114	109	87	410	1023		
1800	167	173	161	141	642	83	79	90	78	330	972		
1900	123	127	91	90	431	72	60	72	51	255	686		
2000	81	60	55	44	240	62	64	52	34	212	452		
2100	30	59	34	30	153	44	45	46	47	182	335		
2200	62	41	18	28	149	40	32	32	19	123	272		
2300	21	32	24	22	99	25	28	20	18	91	190		
24-Hour Totals:						6147						6125	12272

Peak Volume Information						
	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	815	437	730	653	800	1032
P.M.	1730	642	1645	413	1645	1037
Daily	1730	642	730	653	1645	1037

County: 87
 Station: 1191
 Description: NE 6TH AVE N OF NE 119TH STREET
 Start Date: 11/08/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	25	15	16	16	72	12	5	5	6	28	100	
0100	12	7	12	7	38	9	6	4	3	22	60	
0200	7	4	5	3	19	6	4	1	3	14	33	
0300	7	4	1	3	15	4	5	6	1	16	31	
0400	5	3	9	5	22	5	7	7	7	26	48	
0500	5	4	7	19	35	16	21	19	37	93	128	
0600	17	25	48	56	146	42	69	110	121	342	488	
0700	49	46	64	74	233	137	147	173	138	595	828	
0800	75	104	99	124	402	149	142	185	139	615	1017	
0900	129	87	93	75	384	123	110	104	89	426	810	
1000	95	54	81	58	288	69	92	64	67	292	580	
1100	72	68	70	75	285	71	64	70	74	279	564	
1200	76	63	79	69	287	67	76	72	76	291	578	
1300	63	61	59	84	267	80	62	89	75	306	573	
1400	84	75	86	91	336	70	84	117	102	373	709	
1500	100	120	123	159	502	103	74	124	92	393	895	
1600	115	138	142	135	530	105	98	108	107	418	948	
1700	156	132	169	125	582	143	117	92	116	468	1050	
1800	176	182	149	168	675	96	131	106	82	415	1090	
1900	118	116	91	66	391	83	61	69	45	258	649	
2000	70	70	54	40	234	62	63	36	41	202	436	
2100	35	55	45	34	169	35	43	44	36	158	327	
2200	33	22	29	28	112	40	37	26	29	132	244	
2300	29	33	28	34	124	20	16	20	17	73	197	
24-Hour Totals:					6148						6235	12383

Peak Volume Information						
	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	815	456	800	615	815	1045
P.M.	1800	675	1630	475	1800	1090
Daily	1800	675	800	615	1800	1090

County: 87
 Station: 1191
 Description: NE 6TH AVE N OF NE 119TH STREET
 Start Date: 11/09/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	28	28	18	9	83	21	17	22	13	73	156	
0100	11	9	16	8	44	9	4	5	7	25	69	
0200	8	4	11	5	28	5	2	3	0	10	38	
0300	5	3	3	2	13	4	6	3	1	14	27	
0400	2	8	8	11	29	5	9	6	14	34	63	
0500	5	8	14	22	49	15	14	16	35	80	129	
0600	17	26	39	36	118	41	60	134	113	348	466	
0700	57	51	61	86	255	125	163	206	193	687	942	
0800	115	118	89	93	415	142	148	150	154	594	1009	
0900	82	78	59	64	283	137	101	118	80	436	719	
1000	74	59	63	65	261	89	102	84	65	340	601	
1100	74	75	57	69	275	90	77	73	67	307	582	
1200	73	74	75	78	300	61	90	60	71	282	582	
1300	68	79	71	67	285	70	70	75	55	270	555	
1400	84	67	80	96	327	68	85	126	125	404	731	
1500	113	126	126	113	478	94	115	106	101	416	894	
1600	153	124	139	142	558	110	96	113	98	417	975	
1700	160	165	170	137	632	117	116	140	112	485	1117	
1800	162	155	135	117	569	102	124	95	96	417	986	
1900	168	111	81	87	447	90	93	67	81	331	778	
2000	76	101	79	66	322	60	55	40	42	197	519	
2100	54	53	49	38	194	47	38	55	40	180	374	
2200	42	31	43	30	146	45	31	31	37	144	290	
2300	33	35	32	23	123	26	19	21	25	91	214	
24-Hour Totals:					6234						6582	12816

	Peak Volume Information					
	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	800	415	715	704	730	1069
P.M.	1645	637	1700	485	1700	1117
Daily	1645	637	715	704	1700	1117

County: 87
 Station: 1193
 Description: NE 119TH STREET E OF NE 6TH AVE
 Start Date: 11/07/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	4	1	1	3	9	0	0	0	0	0	9	
0100	0	0	1	0	1	0	0	0	1	1	2	
0200	1	1	0	0	2	0	0	1	0	1	3	
0300	0	0	0	1	1	0	1	0	2	3	4	
0400	1	4	0	1	6	0	3	0	0	3	9	
0500	1	0	1	2	4	1	2	1	4	8	12	
0600	2	1	2	5	10	4	5	8	14	31	41	
0700	8	12	16	15	51	29	39	31	26	125	176	
0800	11	13	18	18	60	23	22	25	16	86	146	
0900	16	14	10	11	51	10	12	12	9	43	94	
1000	5	7	9	11	32	10	7	7	11	35	67	
1100	12	7	10	9	38	7	13	15	9	44	82	
1200	11	12	7	8	38	9	8	8	13	38	76	
1300	14	14	13	11	52	13	23	16	17	69	121	
1400	15	16	19	15	65	20	17	16	18	71	136	
1500	17	27	25	14	83	15	17	16	13	61	144	
1600	25	33	28	31	117	17	24	19	15	75	192	
1700	29	30	20	30	109	15	20	12	20	67	176	
1800	26	33	24	33	116	12	16	6	2	36	152	
1900	14	16	16	11	57	9	6	9	6	30	87	
2000	15	15	8	7	45	11	9	2	3	25	70	
2100	2	5	4	9	20	3	3	3	2	11	31	
2200	3	5	2	3	13	3	1	2	2	8	21	
2300	0	1	5	5	11	2	3	0	1	6	17	
24-Hour Totals:					991						877	1868

	Peak Volume Information					
	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	830	66	700	125	700	176
P.M.	1615	121	1315	76	1615	194
Daily	1615	121	700	125	1615	194

County: 87
 Station: 1193
 Description: NE 119TH STREET E OF NE 6TH AVE
 Start Date: 11/08/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	4	0	1	0	5	0	0	0	1	1	6	
0100	2	0	2	1	5	0	1	2	1	4	9	
0200	2	1	0	0	3	0	0	0	0	0	3	
0300	1	0	0	1	2	1	3	1	0	5	7	
0400	0	2	0	1	3	0	0	0	1	1	4	
0500	1	0	1	3	5	2	3	1	5	11	16	
0600	2	0	0	7	9	4	4	13	20	41	50	
0700	7	6	9	17	39	23	31	25	27	106	145	
0800	11	14	21	19	65	22	32	32	19	105	170	
0900	17	19	6	9	51	9	13	13	9	44	95	
1000	3	6	9	13	31	11	8	6	10	35	66	
1100	12	6	10	8	36	5	10	13	10	38	74	
1200	14	14	7	8	43	10	4	5	9	28	71	
1300	15	13	12	11	51	14	9	9	10	42	93	
1400	19	10	19	20	68	12	20	14	23	69	137	
1500	17	29	24	21	91	7	23	17	11	58	149	
1600	26	25	29	27	107	27	6	18	21	72	179	
1700	32	24	40	31	127	19	18	12	8	57	184	
1800	32	35	33	30	130	11	9	8	7	35	165	
1900	12	12	17	19	60	3	12	5	7	27	87	
2000	10	5	8	11	34	5	6	0	5	16	50	
2100	4	10	8	2	24	5	3	2	5	15	39	
2200	2	2	3	3	10	5	5	1	0	11	21	
2300	2	3	4	1	10	2	0	1	0	3	13	
24-Hour Totals:					1009						824	1833

	Peak Volume Information					
	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	830	76	745	113	745	176
P.M.	1730	138	1515	78	1645	193
Daily	1730	138	745	113	1645	193

County: 87
 Station: 1193
 Description: NE 119TH STREET E OF NE 6TH AVE
 Start Date: 11/09/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	2	0	4	2	8	1	0	2	0	3	11	
0100	0	2	0	0	2	0	0	0	0	0	2	
0200	1	0	0	1	2	0	0	0	0	0	2	
0300	0	0	0	0	0	1	1	1	0	3	3	
0400	0	2	1	0	3	1	1	1	2	5	8	
0500	0	0	1	2	3	0	2	3	3	8	11	
0600	2	1	3	7	13	7	5	12	10	34	47	
0700	7	8	17	22	54	22	34	47	36	139	193	
0800	12	11	11	14	48	24	23	12	18	77	125	
0900	16	14	9	13	52	12	10	11	11	44	96	
1000	13	6	8	8	35	9	9	5	7	30	65	
1100	9	12	8	10	39	11	9	16	17	53	92	
1200	10	8	9	7	34	8	8	11	11	38	72	
1300	7	12	15	14	48	16	12	37	22	87	135	
1400	10	10	21	19	60	24	27	14	17	82	142	
1500	19	27	26	23	95	10	11	11	14	46	141	
1600	24	36	30	13	103	18	15	14	14	61	164	
1700	32	25	31	29	117	14	28	17	20	79	196	
1800	27	36	30	23	116	8	17	11	5	41	157	
1900	23	11	17	14	65	12	7	9	5	33	98	
2000	14	15	5	2	36	5	4	5	2	16	52	
2100	10	6	11	4	31	4	2	4	2	12	43	
2200	6	3	2	6	17	5	4	3	2	14	31	
2300	3	4	4	2	13	1	2	2	0	5	18	
24-Hour Totals:					994						910	1904

Peak Volume Information						
	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	730	62	715	141	715	200
P.M.	1730	123	1330	110	1700	196
Daily	1730	123	715	141	715	200

County: 87
 Station: 1195
 Description: NE 6TH AVE S OF NE 119TH STREET
 Start Date: 11/07/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	
0000	36	25	19	24	104	23	11	10	11	55	159
0100	12	16	10	6	44	6	8	8	4	26	70
0200	4	10	4	3	21	3	5	4	5	17	38
0300	3	3	4	4	14	3	6	4	7	20	34
0400	4	3	9	7	23	3	5	8	8	24	47
0500	8	5	8	19	40	15	20	18	31	84	124
0600	20	21	40	47	128	41	57	92	139	329	457
0700	46	56	60	73	235	134	150	189	201	674	909
0800	89	112	118	112	431	190	158	191	157	696	1127
0900	115	94	92	72	373	146	133	111	107	497	870
1000	79	68	74	64	285	83	96	90	77	346	631
1100	69	71	77	70	287	71	83	83	79	316	603
1200	77	71	82	73	303	75	69	78	73	295	598
1300	68	70	70	83	291	74	78	83	84	319	610
1400	79	77	101	85	342	69	85	136	120	410	752
1500	109	139	129	138	515	98	85	94	93	370	885
1600	143	143	144	154	584	105	107	103	95	410	994
1700	181	163	179	164	687	107	125	119	91	442	1129
1800	183	194	175	168	720	89	89	93	76	347	1067
1900	135	137	97	94	463	78	64	74	48	264	727
2000	85	74	60	48	267	71	66	48	36	221	488
2100	32	61	35	33	161	44	51	49	44	188	349
2200	63	40	19	30	152	40	28	33	20	121	273
2300	18	34	27	23	102	26	26	21	18	91	193
24-Hour Totals:	6572					6562					13134

Peak Volume Information						
	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	815	457	745	740	745	1132
P.M.	1730	720	1645	446	1700	1129
Daily	1730	720	745	740	745	1132

County: 87
 Station: 1195
 Description: NE 6TH AVE S OF NE 119TH STREET
 Start Date: 11/08/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total		
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total			
0000	26	16	17	14	73	11	5	5	7	28	101		
0100	12	6	11	7	36	8	6	4	2	20	56		
0200	8	4	3	3	18	6	4	1	3	14	32		
0300	7	4	1	4	16	5	8	6	1	20	36		
0400	5	3	8	6	22	5	5	6	9	25	47		
0500	5	4	7	22	38	17	22	20	42	101	139		
0600	20	23	54	56	153	45	69	122	134	370	523		
0700	53	51	63	80	247	147	166	189	162	664	911		
0800	77	103	113	135	428	158	164	220	152	694	1122		
0900	133	102	98	78	411	130	118	116	94	458	869		
1000	90	59	87	61	297	78	101	68	70	317	614		
1100	74	61	72	78	285	72	69	83	78	302	587		
1200	80	67	85	73	305	71	74	67	80	292	597		
1300	59	64	60	93	276	74	72	92	81	319	595		
1400	91	68	96	89	344	76	89	113	113	391	735		
1500	109	129	138	169	545	108	74	131	97	410	955		
1600	127	149	153	143	572	127	102	116	116	461	1033		
1700	181	155	188	146	670	151	123	97	121	492	1162		
1800	197	205	176	189	767	102	133	112	83	430	1197		
1900	119	119	98	74	410	83	63	63	46	255	665		
2000	73	72	62	47	254	61	62	40	45	208	462		
2100	38	59	46	35	178	42	39	45	39	165	343		
2200	31	24	29	31	115	40	44	24	29	137	252		
2300	30	33	29	35	127	21	15	20	19	75	202		
24-Hour Totals:						6587						6648	13235

Peak Volume Information						
	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	815	484	745	704	815	1150
P.M.	1800	767	1630	506	1800	1197
Daily	1800	767	745	704	1800	1197

County: 87
 Station: 1195
 Description: NE 6TH AVE S OF NE 119TH STREET
 Start Date: 11/09/2017
 Start Time: 0000

Time	Direction: N					Direction: S					Combined Total
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total	
0000	27	31	19	11	88	20	15	21	14	70	158
0100	10	10	15	8	43	9	4	5	6	24	67
0200	8	4	8	5	25	5	1	3	0	9	34
0300	5	3	3	2	13	4	7	3	1	15	28
0400	2	10	7	11	30	5	10	6	13	34	64
0500	5	9	15	20	49	17	16	20	37	90	139
0600	19	26	37	39	121	44	61	143	121	369	490
0700	61	56	65	101	283	134	188	240	221	783	1066
0800	121	123	88	96	428	151	161	162	162	636	1064
0900	86	85	65	68	304	147	106	120	87	460	764
1000	76	61	67	63	267	90	111	84	69	354	621
1100	80	82	62	74	298	96	83	80	78	337	635
1200	74	78	73	76	301	64	89	65	73	291	592
1300	75	79	72	67	293	84	73	86	62	305	598
1400	86	67	88	100	341	80	90	111	119	400	741
1500	122	136	142	126	526	91	100	110	92	393	919
1600	147	145	149	150	591	114	99	115	99	427	1018
1700	176	170	183	156	685	128	124	143	126	521	1206
1800	174	169	155	131	629	109	129	96	95	429	1058
1900	178	119	90	95	482	108	94	74	83	359	841
2000	82	111	83	63	339	61	58	44	43	206	545
2100	58	59	48	38	203	41	43	55	39	178	381
2200	43	32	46	32	153	42	31	33	34	140	293
2300	35	35	34	24	128	27	19	21	26	93	221
24-Hour Totals:	6620					6923					13543

Peak Volume Information

	Direction: N		Direction: S		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	745	433	715	800	730	1183
P.M.	1700	685	1700	521	1700	1206
Daily	1700	685	715	800	1700	1206

County: 87
 Station: 1197
 Description: NE 119TH STREET W OF NE 6TH AVE
 Start Date: 11/07/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	1	0	2	1	4	0	0	0	0	0	4	
0100	0	0	1	0	1	0	1	0	1	2	3	
0200	1	1	0	0	2	0	0	0	0	0	2	
0300	1	0	0	0	1	1	0	1	0	2	3	
0400	2	2	2	0	6	3	1	1	1	6	12	
0500	1	1	3	2	7	2	1	1	5	9	16	
0600	2	3	2	2	9	3	4	4	7	18	27	
0700	4	8	11	11	34	12	9	10	11	42	76	
0800	9	12	12	9	42	9	9	10	9	37	79	
0900	10	10	7	6	33	6	11	4	5	26	59	
1000	5	4	3	7	19	3	6	3	5	17	36	
1100	6	5	10	4	25	3	6	9	2	20	45	
1200	6	8	6	6	26	7	5	8	6	26	52	
1300	6	7	9	8	30	4	13	6	9	32	62	
1400	9	9	14	11	43	11	15	10	9	45	88	
1500	7	12	14	5	38	8	5	12	7	32	70	
1600	8	19	12	17	56	10	11	8	8	37	93	
1700	11	10	6	9	36	4	8	6	8	26	62	
1800	9	10	10	10	39	4	8	6	6	24	63	
1900	3	8	4	4	19	2	6	3	5	16	35	
2000	8	6	3	2	19	2	8	6	3	19	38	
2100	3	5	6	4	18	3	1	1	1	6	24	
2200	2	0	0	1	3	1	2	0	1	4	7	
2300	2	0	0	2	4	0	3	0	1	4	8	
24-Hour Totals:					514						450	964

Peak Volume Information						
	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	745	44	700	42	745	83
P.M.	1615	59	1345	45	1600	93
Daily	1615	59	1345	45	1600	93

County: 87
 Station: 1197
 Description: NE 119TH STREET W OF NE 6TH AVE
 Start Date: 11/08/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	1	0	2	0	3	0	1	0	0	1	4	
0100	3	0	1	2	6	0	0	0	1	1	7	
0200	0	0	1	0	1	0	0	0	0	0	1	
0300	4	0	0	0	4	1	0	1	0	2	6	
0400	0	1	3	0	4	0	0	0	1	1	5	
0500	1	0	1	3	5	1	1	1	4	7	12	
0600	2	1	1	2	6	4	3	3	4	14	20	
0700	4	3	5	13	25	11	11	5	8	35	60	
0800	6	13	15	8	42	11	9	12	11	43	85	
0900	10	11	9	6	36	4	13	4	8	29	65	
1000	6	2	2	10	20	1	7	3	3	14	34	
1100	6	7	10	5	28	3	4	8	3	18	46	
1200	8	9	5	7	29	7	6	12	4	29	58	
1300	6	7	12	7	32	3	7	4	9	23	55	
1400	12	8	9	14	43	7	8	10	7	32	75	
1500	9	12	12	9	42	8	12	9	5	34	76	
1600	11	11	11	12	45	8	1	8	7	24	69	
1700	11	7	18	10	46	11	15	8	3	37	83	
1800	13	11	8	8	40	5	5	4	5	19	59	
1900	10	5	9	8	32	3	9	4	6	22	54	
2000	4	5	5	5	19	2	6	0	4	12	31	
2100	3	4	5	1	13	1	5	0	3	9	22	
2200	1	4	2	1	8	1	6	1	0	8	16	
2300	1	1	3	1	6	0	0	0	0	0	6	
24-Hour Totals:					535						414	949

Peak Volume Information

	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	745	47	800	43	745	87
P.M.	1730	52	1630	41	1645	89
Daily	1730	52	800	43	1645	89

County: 87
 Station: 1197
 Description: NE 119TH STREET W OF NE 6TH AVE
 Start Date: 11/09/2017
 Start Time: 0000

Time	Direction: E					Direction: W					Combined Total	
	1st	2nd	3rd	4th	Total	1st	2nd	3rd	4th	Total		
0000	1	0	0	1	2	0	0	0	0	0	2	
0100	0	1	1	0	2	0	0	0	0	0	2	
0200	1	0	2	1	4	0	0	0	0	0	4	
0300	0	0	0	0	0	1	0	1	0	2	2	
0400	0	0	2	0	2	1	0	1	1	3	5	
0500	0	1	2	4	7	0	2	0	0	2	9	
0600	1	1	5	2	9	5	1	4	4	14	23	
0700	2	4	12	16	34	9	13	6	15	43	77	
0800	8	11	10	9	38	13	6	8	7	34	72	
0900	10	9	8	4	31	6	8	9	4	27	58	
1000	5	3	6	3	17	2	5	5	3	15	32	
1100	4	5	2	9	20	6	2	8	9	25	45	
1200	3	3	6	6	18	1	7	3	3	14	32	
1300	4	6	6	6	22	7	5	19	7	38	60	
1400	8	5	9	18	40	8	15	21	10	54	94	
1500	8	12	14	7	41	10	10	10	10	40	81	
1600	15	10	13	7	45	10	8	11	9	38	83	
1700	14	9	12	17	52	6	12	8	11	37	89	
1800	11	14	7	11	43	2	5	8	3	18	61	
1900	9	4	8	10	31	2	4	7	1	14	45	
2000	7	9	5	0	21	10	3	3	0	16	37	
2100	2	4	5	2	13	3	0	0	2	5	18	
2200	2	1	0	2	5	4	1	2	1	8	13	
2300	0	2	1	2	5	1	2	0	1	4	9	
24-Hour Totals:					502						451	953

Peak Volume Information

	Direction: E		Direction: W		Combined Directions	
	Hour	Volume	Hour	Volume	Hour	Volume
A.M.	730	47	715	47	715	87
P.M.	1730	54	1415	56	1430	98
Daily	1730	54	1415	56	1430	98

Appendix C:

Manual Turning Movement
Counts

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave at NE 119 St
COUNTY : Miami-Dade County

File Name : NE 6th Ave & NE 119th St
Site Code : 00000000
Start Date : 11/8/2017
Page No : 1

Groups Printed- Auto - Heavy Vehicles

Start Time	NE 119th Street Eastbound					NE 119th Street Westbound					NE 6th Ave Northbound					NE 6th Ave Southbound					Int. Total
	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	
07:00 AM	0	0	3	0	3	0	20	6	0	26	0	3	43	3	49	0	2	123	0	125	203
07:15 AM	0	1	3	2	6	0	23	8	1	32	0	5	43	4	52	0	1	140	0	141	231
07:30 AM	0	1	2	1	4	0	22	6	0	28	0	0	64	7	71	0	3	152	0	155	258
07:45 AM	0	0	8	3	11	0	21	9	1	31	1	1	69	4	75	0	5	133	1	139	256
Total	0	2	16	6	24	0	86	29	2	117	1	9	219	18	247	0	11	548	1	560	948
08:00 AM	0	0	5	3	8	0	13	6	3	22	0	2	66	4	72	0	1	138	1	140	242
08:15 AM	0	2	7	4	13	0	22	5	3	30	0	3	94	5	102	0	1	165	0	166	311
08:30 AM	0	1	6	5	12	0	18	6	3	27	0	3	95	13	111	0	1	167	2	170	320
08:45 AM	0	1	5	2	8	0	11	6	1	18	0	3	113	10	126	0	4	164	2	170	322
Total	0	4	23	14	41	0	64	23	10	97	0	11	368	32	411	0	7	634	5	646	1195
09:00 AM	0	1	7	2	10	0	7	4	1	12	1	2	118	9	130	0	1	110	0	111	263
09:15 AM	0	0	6	3	9	0	5	7	2	14	0	6	82	7	95	0	1	107	0	108	226
09:30 AM	0	2	5	2	9	0	10	2	0	12	0	0	88	4	92	0	1	89	1	91	204
09:45 AM	0	0	3	2	5	0	5	3	2	10	0	3	67	6	76	0	0	111	0	111	202
Total	0	3	21	9	33	0	27	16	5	48	1	11	355	26	393	0	3	417	1	421	895
*** BREAK ***																					
02:00 PM	0	1	6	2	9	0	10	5	2	17	0	4	73	9	86	0	3	68	0	71	183
02:15 PM	0	1	6	2	9	0	10	7	2	19	0	2	71	10	83	0	1	81	1	83	194
02:30 PM	0	2	10	2	14	0	11	5	2	18	0	4	88	8	100	0	2	102	1	105	237
02:45 PM	0	1	8	2	11	0	9	4	1	14	0	3	87	8	98	0	1	96	1	98	221
Total	0	5	30	8	43	0	40	21	7	68	0	13	319	35	367	0	7	347	3	357	835
03:00 PM	0	1	5	1	7	0	8	3	1	12	0	4	93	9	106	0	1	100	1	102	227
03:15 PM	0	2	8	2	12	0	7	9	4	20	0	2	104	9	115	0	4	63	1	68	215
03:30 PM	0	1	10	3	14	0	8	6	2	16	0	4	119	9	132	0	1	117	0	118	280
03:45 PM	0	0	5	0	5	0	10	2	1	13	0	2	160	18	180	0	0	81	2	83	281
Total	0	4	28	6	38	0	33	20	8	61	0	12	476	45	533	0	6	361	4	371	1003
04:00 PM	0	1	4	2	7	0	10	4	2	16	0	2	86	18	106	0	1	98	0	99	228
04:15 PM	0	2	14	4	20	0	16	1	0	17	0	3	136	14	153	0	1	97	0	98	288
04:30 PM	0	1	8	2	11	0	12	5	1	18	0	3	109	15	127	0	4	96	1	101	257
04:45 PM	0	0	11	4	15	0	13	5	0	18	0	2	130	9	141	0	3	97	1	101	275
Total	0	4	37	12	53	0	51	15	3	69	0	10	461	56	527	0	9	388	2	399	1048
05:00 PM	0	1	9	1	11	0	10	5	0	15	0	4	143	21	168	0	1	109	0	110	304
05:15 PM	0	0	6	2	8	0	15	5	0	20	0	5	115	13	133	0	1	116	3	120	281
05:30 PM	0	1	13	1	15	0	7	5	1	13	0	2	155	22	179	0	2	92	1	95	302
05:45 PM	0	0	7	1	8	0	13	1	0	14	0	3	125	16	144	0	4	111	0	115	281
Total	0	2	35	5	42	0	45	16	1	62	0	14	538	72	624	0	8	428	4	440	1168
06:00 PM	0	3	5	3	11	0	8	2	0	10	0	2	160	21	183	0	2	103	1	106	310
06:15 PM	0	1	6	4	11	0	9	1	2	12	1	4	146	24	175	0	2	108	0	110	308
06:30 PM	0	2	4	2	8	0	4	1	2	7	0	4	142	21	167	0	0	85	0	85	267
06:45 PM	0	0	5	3	8	0	0	0	4	4	0	4	157	21	182	0	2	69	1	72	266
Total	0	6	20	12	38	0	21	4	8	33	1	14	605	87	707	0	6	365	2	373	1151
Grand Total	0	30	210	72	312	0	367	144	44	555	3	94	3341	371	3809	0	57	3488	22	3567	8243
Apprch %	0	9.6	67.3	23.1		0	66.1	25.9	7.9		0.1	2.5	87.7	9.7		0	1.6	97.8	0.6		
Total %	0	0.4	2.5	0.9	3.8	0	4.5	1.7	0.5	6.7	0	1.1	40.5	4.5	46.2	0	0.7	42.3	0.3	43.3	
Auto	0	30	209	71	310	0	364	142	44	550	3	92	3312	370	3777	0	57	3437	21	3515	8152
% Auto	0	100	99.5	98.6	99.4	0	99.2	98.6	100	99.1	100	97.9	99.1	99.7	99.2	0	100	98.5	95.5	98.5	98.9
Heavy Vehicles	0	0	1	1	2	0	3	2	0	5	0	2	29	1	32	0	0	51	1	52	91
% Heavy Vehicles	0	0	0.5	1.4	0.6	0	0.8	1.4	0	0.9	0	2.1	0.9	0.3	0.8	0	0	1.5	4.5	1.5	1.1

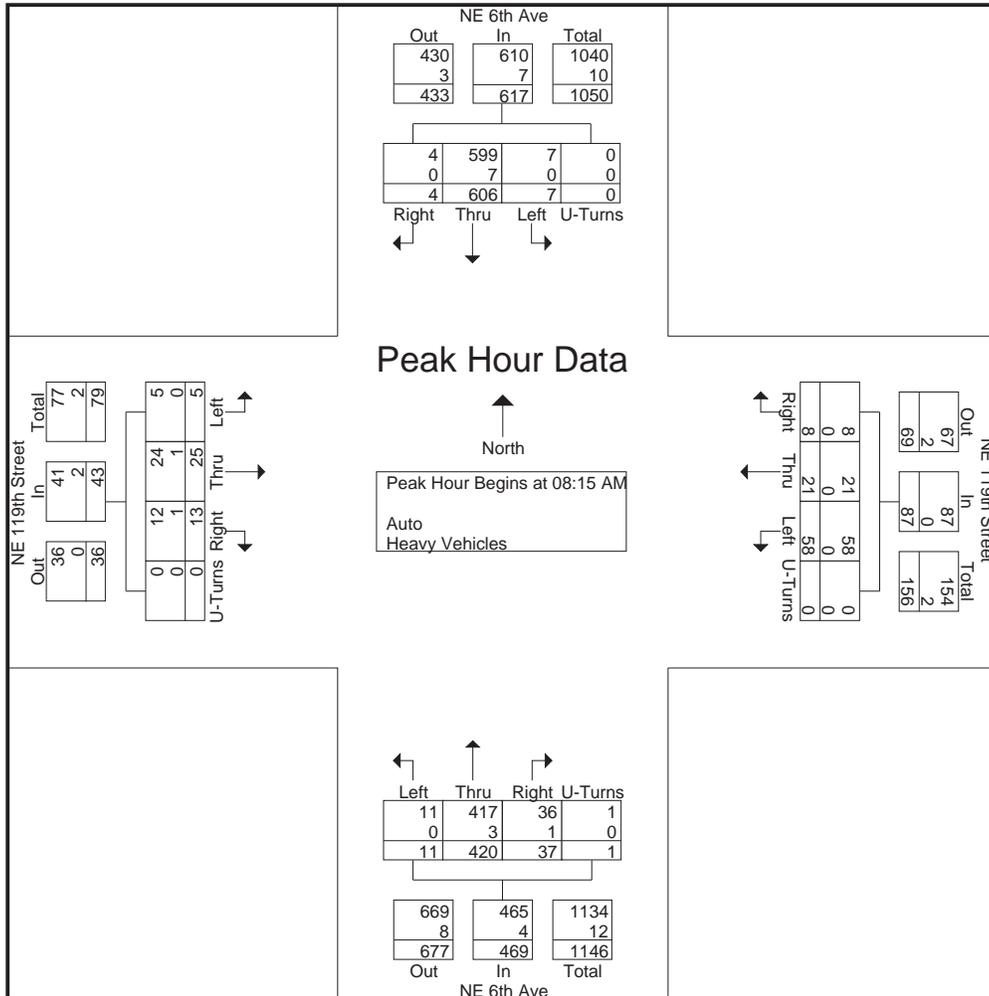
CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave at NE 119 St
COUNTY : Miami-Dade County

File Name : NE 6th Ave & NE 119th St
Site Code : 00000000
Start Date : 11/8/2017
Page No : 2

Start Time	NE 119th Street Eastbound					NE 119th Street Westbound					NE 6th Ave Northbound					NE 6th Ave Southbound					Int. Total
	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	
Peak Hour Analysis From 07:00 AM to 11:45 AM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 08:15 AM																					
08:15 AM	0	2	7	4	13	0	22	5	3	30	0	3	94	5	102	0	1	165	0	166	311
08:30 AM	0	1	6	5	12	0	18	6	3	27	0	3	95	13	111	0	1	167	2	170	320
08:45 AM	0	1	5	2	8	0	11	6	1	18	0	3	113	10	126	0	4	164	2	170	322
09:00 AM	0	1	7	2	10	0	7	4	1	12	1	2	118	9	130	0	1	110	0	111	263
Total Volume	0	5	25	13	43	0	58	21	8	87	1	11	420	37	469	0	7	606	4	617	1216
% App. Total	0	11.6	58.1	30.2		0	66.7	24.1	9.2		0.2	2.3	89.6	7.9		0	1.1	98.2	0.6		
PHF	.000	.625	.893	.650	.827	.000	.659	.875	.667	.725	.250	.917	.890	.712	.902	.000	.438	.907	.500	.907	.944
Auto	0	5	24	12	41	0	58	21	8	87	1	11	417	36	465	0	7	599	4	610	1203
% Auto	0	100	96.0	92.3	95.3	0	100	100	100	100	100	100	99.3	97.3	99.1	0	100	98.8	100	98.9	98.9
Heavy Vehicles																					
% Heavy Vehicles	0	0	4.0	7.7	4.7	0	0	0	0	0	0	0	0.7	2.7	0.9	0	0	1.2	0	1.1	1.1



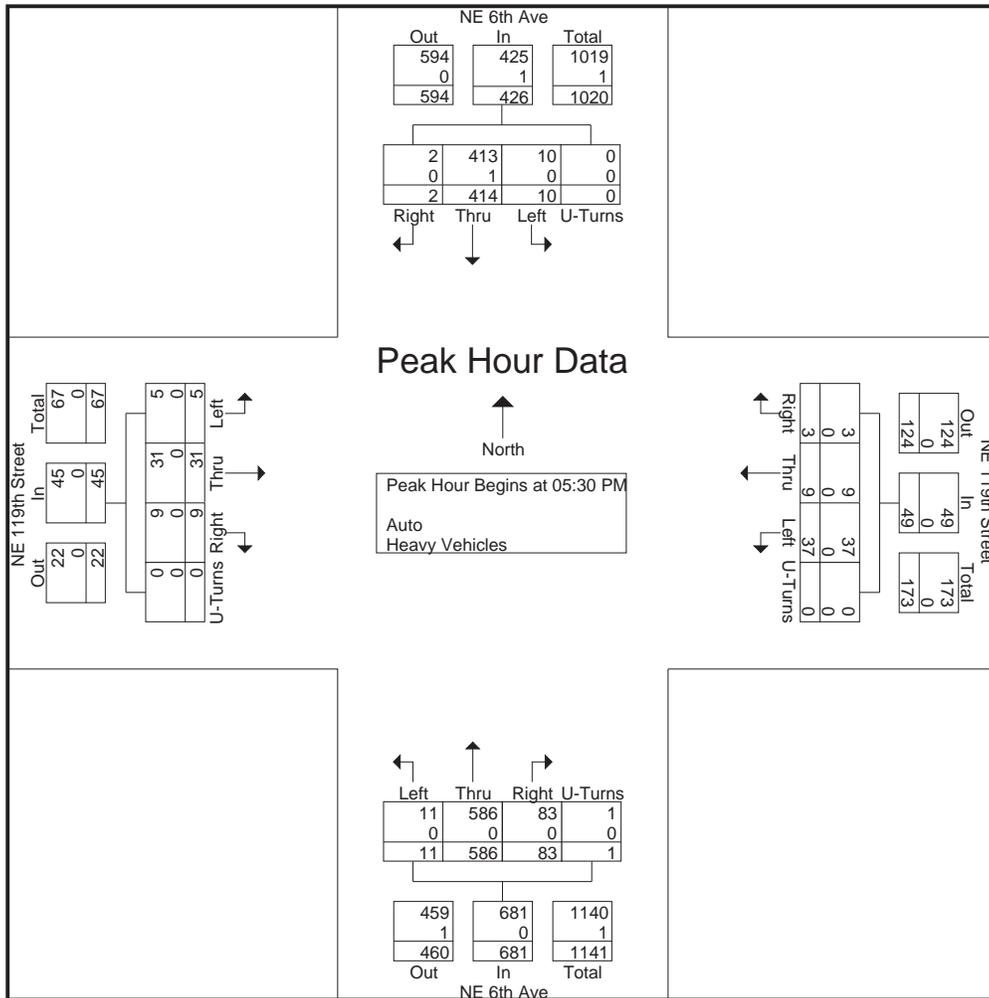
CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave at NE 119 St
COUNTY : Miami-Dade County

File Name : NE 6th Ave & NE 119th St
Site Code : 00000000
Start Date : 11/8/2017
Page No : 3

Start Time	NE 119th Street Estbound					NE 119th Street Westbound					NE 6th Ave Northbound					NE 6th Ave Southbound					Int. Total
	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	
Peak Hour Analysis From 12:00 PM to 06:45 PM - Peak 1 of 1																					
Peak Hour for Entire Intersection Begins at 05:30 PM																					
05:30 PM	0	1	13	1	15	0	7	5	1	13	0	2	155	22	179	0	2	92	1	95	302
05:45 PM	0	0	7	1	8	0	13	1	0	14	0	3	125	16	144	0	4	111	0	115	281
06:00 PM	0	3	5	3	11	0	8	2	0	10	0	2	160	21	183	0	2	103	1	106	310
06:15 PM	0	1	6	4	11	0	9	1	2	12	1	4	146	24	175	0	2	108	0	110	308
Total Volume	0	5	31	9	45	0	37	9	3	49	1	11	586	83	681	0	10	414	2	426	1201
% App. Total	0	11.1	68.9	20		0	75.5	18.4	6.1		0.1	1.6	86	12.2		0	2.3	97.2	0.5		
PHF	.000	.417	.596	.563	.750	.000	.712	.450	.375	.875	.250	.688	.916	.865	.930	.000	.625	.932	.500	.926	.969
Auto	0	5	31	9	45	0	37	9	3	49	1	11	586	83	681	0	10	413	2	425	1200
% Auto	0	100	100	100	100	0	100	100	100	100	100	100	100	100	100	0	100	99.8	100	99.8	99.9
Heavy Vehicles																					
% Heavy Vehicles	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0.2	0	0.2	0.1



CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave at NE 119 St
COUNTY : Miami-Dade County

File Name : NE 6th Ave & NE 119th St
Site Code : 00000000
Start Date : 11/8/2017
Page No : 4

Groups Printed- Heavy Vehicles

Start Time	NE 119th Street Eastbound					NE 119th Street Westbound					NE 6th Ave Northbound					NE 6th Ave Southbound					Int. Total
	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	U-Turns	Left	Thru	Right	App. Total	
07:00 AM	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	4	0	4	6
07:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	2
07:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	5	5
07:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	2	0	2	3
Total	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	0	0	13	0	13	16
*** BREAK ***																					
08:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	1
08:30 AM	0	0	0	1	1	0	0	0	0	0	0	0	0	1	1	0	0	4	0	4	6
08:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	3	0	3	4
Total	0	0	0	1	1	0	0	0	0	0	0	0	2	1	3	0	0	7	0	7	11
09:00 AM	0	0	1	0	1	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	2
09:15 AM	0	0	0	0	0	0	1	0	0	1	0	1	2	0	3	0	0	6	0	6	10
09:30 AM	0	0	0	0	0	0	0	0	0	0	0	0	3	0	3	0	0	2	0	2	5
09:45 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	4	0	4	4
Total	0	0	1	0	1	0	1	0	0	1	0	1	6	0	7	0	0	12	0	12	21
*** BREAK ***																					
02:00 PM	0	0	0	0	0	0	0	0	0	0	0	1	2	0	3	0	0	1	0	1	4
02:15 PM	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	0	0	0	0	0	2
02:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	2	0	2	3
02:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	1	0	1	3
Total	0	0	0	0	0	0	1	0	0	1	0	1	6	0	7	0	0	4	0	4	12
03:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	2	0	2	3
03:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	2
03:30 PM	0	0	0	0	0	0	1	0	0	1	0	0	1	0	1	0	0	3	0	3	5
03:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	2
Total	0	0	0	0	0	0	1	0	0	1	0	0	5	0	5	0	0	6	0	6	12
04:00 PM	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	0	0	3	0	3	5
04:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	1
04:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	1	0	1	3
04:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1
Total	0	0	0	0	0	0	0	1	0	1	0	0	4	0	4	0	0	5	0	5	10
05:00 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	2
05:15 PM	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	0	0	2	1	3	4
*** BREAK ***																					
05:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	1
Total	0	0	0	0	0	0	0	1	0	1	0	0	1	0	1	0	0	4	1	5	7
*** BREAK ***																					
06:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	1
06:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	1	0	1	0	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	0	0	0	0	0	2
Grand Total	0	0	1	1	2	0	3	2	0	5	0	2	29	1	32	0	0	51	1	52	91
Apprch %	0	0	50	50		0	60	40	0		0	6.2	90.6	3.1		0	0	98.1	1.9		
Total %	0	0	1.1	1.1	2.2	0	3.3	2.2	0	5.5	0	2.2	31.9	1.1	35.2	0	0	56	1.1	57.1	

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave at NE 119 St
COUNTY : Miami-Dade County

File Name : NE 6th Ave & NE 119th St
Site Code : 00000000
Start Date : 11/8/2017
Page No : 5

Groups Printed- Peds

Start Time	NE 119th Street Eastbound					NE 119th Street Westbound					NE 6th Ave Northbound					NE 6th Ave Southbound					Int. Total	
	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total	Left	Thru	Right	Peds	App. Total		
*** BREAK ***																						
05:15 PM	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
*** BREAK ***																						
Total	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
*** BREAK ***																						
Grand Total	0	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1
Apprch %	0	0	0	100		0	0	0	0		0	0	0	0		0	0	0	0		0	
Total %	0	0	0	100	100	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	

Appendix D:

Delay Study

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 1

Summary Information:

7:00:00 AM - 7:15:00 AM	Eastbound
Total Vehicle Count:	4
Delayed Vehicle Count:	4
Through Vehicle Count:	0
Average Stopped Time:	11.25
Maximum Stopped Time:	21
Min. Secs. for Delay:	0
Average Queue:	0.10
Queue Density:	1.23
Maximum Queue:	2
Delay in Vehicle Hour:	0.10
Total Delay:	45

Summary Information:

7:15:00 AM - 7:30:00 AM	Eastbound
Total Vehicle Count:	7
Delayed Vehicle Count:	7
Through Vehicle Count:	0
Average Stopped Time:	7.14
Maximum Stopped Time:	11
Min. Secs. for Delay:	0
Average Queue:	0.07
Queue Density:	1.02
Maximum Queue:	2
Delay in Vehicle Hour:	0.07
Total Delay:	50

Summary Information:

7:30:00 AM - 7:45:00 AM	Eastbound
Total Vehicle Count:	6
Delayed Vehicle Count:	6
Through Vehicle Count:	0
Average Stopped Time:	21.00
Maximum Stopped Time:	29
Min. Secs. for Delay:	0
Average Queue:	0.22
Queue Density:	1.12
Maximum Queue:	2
Delay in Vehicle Hour:	0.23
Total Delay:	126

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 2

Summary Information:

7:45:00 AM - 8:00:00 AM	Eastbound
Total Vehicle Count:	9
Delayed Vehicle Count:	9
Through Vehicle Count:	0
Average Stopped Time:	43.00
Maximum Stopped Time:	110
Min. Secs. for Delay:	0
Average Queue:	0.52
Queue Density:	1.76
Maximum Queue:	3
Delay in Vehicle Hour:	0.52
Total Delay:	387

Summary Information:

8:00:00 AM - 8:15:00 AM	Eastbound
Total Vehicle Count:	9
Delayed Vehicle Count:	9
Through Vehicle Count:	0
Average Stopped Time:	30.33
Maximum Stopped Time:	61
Min. Secs. for Delay:	0
Average Queue:	0.30
Queue Density:	1.15
Maximum Queue:	2
Delay in Vehicle Hour:	0.31
Total Delay:	273

Summary Information:

8:15:00 AM - 8:30:00 AM	Eastbound
Total Vehicle Count:	10
Delayed Vehicle Count:	10
Through Vehicle Count:	0
Average Stopped Time:	10.70
Maximum Stopped Time:	37
Min. Secs. for Delay:	0
Average Queue:	0.16
Queue Density:	1.13
Maximum Queue:	2
Delay in Vehicle Hour:	0.16
Total Delay:	107

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 3

Summary Information:

8:30:00 AM - 8:45:00 AM	Eastbound
Total Vehicle Count:	10
Delayed Vehicle Count:	10
Through Vehicle Count:	0
Average Stopped Time:	18.70
Maximum Stopped Time:	47
Min. Secs. for Delay:	0
Average Queue:	0.28
Queue Density:	2.02
Maximum Queue:	3
Delay in Vehicle Hour:	0.28
Total Delay:	187

Summary Information:

8:45:00 AM - 9:00:00 AM	Eastbound
Total Vehicle Count:	9
Delayed Vehicle Count:	9
Through Vehicle Count:	0
Average Stopped Time:	15.89
Maximum Stopped Time:	54
Min. Secs. for Delay:	0
Average Queue:	0.17
Queue Density:	1.00
Maximum Queue:	1
Delay in Vehicle Hour:	0.18
Total Delay:	143

Summary Information:

7:00:00 AM - 9:00:00 AM	Eastbound
Total Vehicle Count:	64
Delayed Vehicle Count:	64
Through Vehicle Count:	0
Average Stopped Time:	20.59
Maximum Stopped Time:	110
Min. Secs. for Delay:	0
Average Queue:	0.20
Queue Density:	1.34
Maximum Queue:	3
Delay in Vehicle Hour:	0.20
Total Delay:	1318

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 1

Summary Information:

4:00:00 PM - 4:15:00 PM	Eastbound
Total Vehicle Count:	17
Delayed Vehicle Count:	17
Through Vehicle Count:	0
Average Stopped Time:	25.94
Maximum Stopped Time:	73
Min. Secs. for Delay:	0
Average Queue:	0.50
Queue Density:	1.77
Maximum Queue:	3
Delay in Vehicle Hour:	0.50
Total Delay:	441

Summary Information:

4:15:00 PM - 4:30:00 PM	Eastbound
Total Vehicle Count:	13
Delayed Vehicle Count:	13
Through Vehicle Count:	0
Average Stopped Time:	19.62
Maximum Stopped Time:	52
Min. Secs. for Delay:	0
Average Queue:	0.31
Queue Density:	1.46
Maximum Queue:	4
Delay in Vehicle Hour:	0.31
Total Delay:	255

Summary Information:

4:30:00 PM - 4:45:00 PM	Eastbound
Total Vehicle Count:	13
Delayed Vehicle Count:	13
Through Vehicle Count:	0
Average Stopped Time:	15.46
Maximum Stopped Time:	26
Min. Secs. for Delay:	0
Average Queue:	0.25
Queue Density:	1.34
Maximum Queue:	4
Delay in Vehicle Hour:	0.25
Total Delay:	201

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 2

Summary Information:

4:45:00 PM - 5:00:00 PM	Eastbound
Total Vehicle Count:	14
Delayed Vehicle Count:	14
Through Vehicle Count:	0
Average Stopped Time:	27.00
Maximum Stopped Time:	72
Min. Secs. for Delay:	0
Average Queue:	0.43
Queue Density:	1.68
Maximum Queue:	4
Delay in Vehicle Hour:	0.43
Total Delay:	378

Summary Information:

5:00:00 PM - 5:15:00 PM	Eastbound
Total Vehicle Count:	7
Delayed Vehicle Count:	7
Through Vehicle Count:	0
Average Stopped Time:	19.29
Maximum Stopped Time:	42
Min. Secs. for Delay:	0
Average Queue:	0.16
Queue Density:	1.38
Maximum Queue:	2
Delay in Vehicle Hour:	0.16
Total Delay:	135

Summary Information:

5:15:00 PM - 5:30:00 PM	Eastbound
Total Vehicle Count:	11
Delayed Vehicle Count:	11
Through Vehicle Count:	0
Average Stopped Time:	19.55
Maximum Stopped Time:	71
Min. Secs. for Delay:	0
Average Queue:	0.30
Queue Density:	1.02
Maximum Queue:	2
Delay in Vehicle Hour:	0.30
Total Delay:	215

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street EB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 3

Summary Information:

5:30:00 PM - 5:45:00 PM	Eastbound
Total Vehicle Count:	16
Delayed Vehicle Count:	16
Through Vehicle Count:	0
Average Stopped Time:	26.06
Maximum Stopped Time:	64
Min. Secs. for Delay:	0
Average Queue:	0.46
Queue Density:	1.25
Maximum Queue:	3
Delay in Vehicle Hour:	0.46
Total Delay:	417

Summary Information:

5:45:00 PM - 5:58:00 PM	Eastbound
Total Vehicle Count:	9
Delayed Vehicle Count:	9
Through Vehicle Count:	0
Average Stopped Time:	12.67
Maximum Stopped Time:	36
Min. Secs. for Delay:	0
Average Queue:	0.15
Queue Density:	1.01
Maximum Queue:	2
Delay in Vehicle Hour:	0.16
Total Delay:	114

Summary Information:

4:00:00 PM - 5:58:00 PM	Eastbound
Total Vehicle Count:	100
Delayed Vehicle Count:	100
Through Vehicle Count:	0
Average Stopped Time:	21.56
Maximum Stopped Time:	73
Min. Secs. for Delay:	0
Average Queue:	0.31
Queue Density:	1.38
Maximum Queue:	4
Delay in Vehicle Hour:	0.31
Total Delay:	2156

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 1

Summary Information:

7:00:00 AM - 7:15:00 AM	Westbound
Total Vehicle Count:	21
Delayed Vehicle Count:	21
Through Vehicle Count:	0
Average Stopped Time:	10.43
Maximum Stopped Time:	32
Min. Secs. for Delay:	0
Average Queue:	0.41
Queue Density:	1.12
Maximum Queue:	2
Delay in Vehicle Hour:	0.41
Total Delay:	219

Summary Information:

7:15:00 AM - 7:30:00 AM	Westbound
Total Vehicle Count:	26
Delayed Vehicle Count:	26
Through Vehicle Count:	0
Average Stopped Time:	12.69
Maximum Stopped Time:	30
Min. Secs. for Delay:	0
Average Queue:	0.41
Queue Density:	1.22
Maximum Queue:	2
Delay in Vehicle Hour:	0.42
Total Delay:	330

Summary Information:

7:30:00 AM - 7:45:00 AM	Westbound
Total Vehicle Count:	33
Delayed Vehicle Count:	33
Through Vehicle Count:	0
Average Stopped Time:	21.27
Maximum Stopped Time:	61
Min. Secs. for Delay:	0
Average Queue:	0.79
Queue Density:	1.55
Maximum Queue:	4
Delay in Vehicle Hour:	0.79
Total Delay:	702

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 2

Summary Information:

7:45:00 AM - 8:00:00 AM	Westbound
Total Vehicle Count:	35
Delayed Vehicle Count:	35
Through Vehicle Count:	0
Average Stopped Time:	49.26
Maximum Stopped Time:	102
Min. Secs. for Delay:	0
Average Queue:	2.30
Queue Density:	2.96
Maximum Queue:	7
Delay in Vehicle Hour:	2.30
Total Delay:	1724

Summary Information:

8:00:00 AM - 8:15:00 AM	Westbound
Total Vehicle Count:	14
Delayed Vehicle Count:	14
Through Vehicle Count:	0
Average Stopped Time:	17.93
Maximum Stopped Time:	48
Min. Secs. for Delay:	0
Average Queue:	0.29
Queue Density:	1.09
Maximum Queue:	2
Delay in Vehicle Hour:	0.29
Total Delay:	251

Summary Information:

8:15:00 AM - 8:30:00 AM	Westbound
Total Vehicle Count:	23
Delayed Vehicle Count:	23
Through Vehicle Count:	0
Average Stopped Time:	14.22
Maximum Stopped Time:	37
Min. Secs. for Delay:	0
Average Queue:	0.39
Queue Density:	1.10
Maximum Queue:	2
Delay in Vehicle Hour:	0.39
Total Delay:	327

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB AM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 3

Summary Information:

8:30:00 AM - 8:45:00 AM	Westbound
Total Vehicle Count:	23
Delayed Vehicle Count:	23
Through Vehicle Count:	0
Average Stopped Time:	23.30
Maximum Stopped Time:	51
Min. Secs. for Delay:	0
Average Queue:	0.65
Queue Density:	1.73
Maximum Queue:	5
Delay in Vehicle Hour:	0.66
Total Delay:	536

Summary Information:

8:45:00 AM - 9:00:00 AM	Westbound
Total Vehicle Count:	22
Delayed Vehicle Count:	22
Through Vehicle Count:	0
Average Stopped Time:	17.09
Maximum Stopped Time:	66
Min. Secs. for Delay:	0
Average Queue:	0.45
Queue Density:	1.28
Maximum Queue:	3
Delay in Vehicle Hour:	0.45
Total Delay:	376

Summary Information:

7:00:00 AM - 9:00:00 AM	Westbound
Total Vehicle Count:	197
Delayed Vehicle Count:	197
Through Vehicle Count:	0
Average Stopped Time:	22.66
Maximum Stopped Time:	102
Min. Secs. for Delay:	0
Average Queue:	0.65
Queue Density:	1.71
Maximum Queue:	7
Delay in Vehicle Hour:	0.65
Total Delay:	4465

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 1

Summary Information:

4:00:00 PM - 4:15:00 PM	Westbound
Total Vehicle Count:	12
Delayed Vehicle Count:	12
Through Vehicle Count:	0
Average Stopped Time:	14.67
Maximum Stopped Time:	47
Min. Secs. for Delay:	0
Average Queue:	0.20
Queue Density:	1.09
Maximum Queue:	2
Delay in Vehicle Hour:	0.21
Total Delay:	176

Summary Information:

4:15:00 PM - 4:30:00 PM	Westbound
Total Vehicle Count:	20
Delayed Vehicle Count:	20
Through Vehicle Count:	0
Average Stopped Time:	20.10
Maximum Stopped Time:	74
Min. Secs. for Delay:	0
Average Queue:	0.50
Queue Density:	1.23
Maximum Queue:	3
Delay in Vehicle Hour:	0.50
Total Delay:	402

Summary Information:

4:30:00 PM - 4:45:00 PM	Westbound
Total Vehicle Count:	13
Delayed Vehicle Count:	13
Through Vehicle Count:	0
Average Stopped Time:	18.15
Maximum Stopped Time:	57
Min. Secs. for Delay:	0
Average Queue:	0.29
Queue Density:	1.32
Maximum Queue:	2
Delay in Vehicle Hour:	0.29
Total Delay:	236

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 2

Summary Information:

4:45:00 PM - 5:00:00 PM	Westbound
Total Vehicle Count:	10
Delayed Vehicle Count:	10
Through Vehicle Count:	0
Average Stopped Time:	16.30
Maximum Stopped Time:	39
Min. Secs. for Delay:	0
Average Queue:	0.20
Queue Density:	1.00
Maximum Queue:	1
Delay in Vehicle Hour:	0.20
Total Delay:	163

Summary Information:

5:00:00 PM - 5:15:00 PM	Westbound
Total Vehicle Count:	13
Delayed Vehicle Count:	13
Through Vehicle Count:	0
Average Stopped Time:	25.77
Maximum Stopped Time:	67
Min. Secs. for Delay:	0
Average Queue:	0.41
Queue Density:	1.25
Maximum Queue:	2
Delay in Vehicle Hour:	0.41
Total Delay:	335

Summary Information:

5:15:00 PM - 5:30:00 PM	Westbound
Total Vehicle Count:	13
Delayed Vehicle Count:	13
Through Vehicle Count:	0
Average Stopped Time:	25.77
Maximum Stopped Time:	68
Min. Secs. for Delay:	0
Average Queue:	0.45
Queue Density:	1.46
Maximum Queue:	3
Delay in Vehicle Hour:	0.46
Total Delay:	335

CTS Engineering, Inc.

8095 NW 12 Street, Suite 315
Miami, Florida 33312

CLIENT : FDOT, District 6
JOB NO : TWO 86
PROJECT: NE 6 Ave and NE 119 St
COUNTY : Miami-Dade

File Name : NE 119th Street WB PM Delay
Site Code : 00000000
Start Date : 11/14/2017
Page No : 3

Summary Information:

5:30:00 PM - 5:45:00 PM	Westbound
Total Vehicle Count:	23
Delayed Vehicle Count:	23
Through Vehicle Count:	0
Average Stopped Time:	25.48
Maximum Stopped Time:	74
Min. Secs. for Delay:	0
Average Queue:	0.75
Queue Density:	1.36
Maximum Queue:	3
Delay in Vehicle Hour:	0.75
Total Delay:	586

Summary Information:

5:45:00 PM - 5:58:00 PM	Westbound
Total Vehicle Count:	18
Delayed Vehicle Count:	18
Through Vehicle Count:	0
Average Stopped Time:	24.22
Maximum Stopped Time:	64
Min. Secs. for Delay:	0
Average Queue:	0.57
Queue Density:	1.75
Maximum Queue:	4
Delay in Vehicle Hour:	0.57
Total Delay:	436

Summary Information:

4:00:00 PM - 5:58:00 PM	Westbound
Total Vehicle Count:	122
Delayed Vehicle Count:	122
Through Vehicle Count:	0
Average Stopped Time:	21.88
Maximum Stopped Time:	74
Min. Secs. for Delay:	0
Average Queue:	0.38
Queue Density:	1.34
Maximum Queue:	4
Delay in Vehicle Hour:	0.38
Total Delay:	2669

Appendix E:

Speed Study

CTS Engineering, Inc.

8095 W 12th Street, Suite 315
Doral, FL. 33126

NE 6th Ave N of NE 119th Street
Date Start: 14-Nov-17

NORTHBOUND

Start Time	0	21	26	31	36	41	46	51	56	61	66	71	76	81	86	Total
	20	25	30	35	40	45	50	55	60	65	70	75	80	85	147	
11/14/17	0	0	8	32	30	6	3	1	0	0	0	0	0	0	0	80
01:00	0	0	6	19	15	10	0	2	0	0	0	0	0	0	0	52
02:00	0	1	2	10	3	5	0	1	1	0	0	0	0	0	0	23
03:00	0	0	3	8	2	0	0	0	0	0	0	0	0	0	0	13
04:00	0	1	2	8	3	1	0	2	0	0	0	0	0	1	0	18
05:00	0	0	4	10	14	5	1	0	0	0	0	0	0	0	0	34
06:00	2	2	12	42	37	14	4	1	0	0	0	0	0	0	0	114
07:00	1	4	17	85	64	46	9	2	0	0	0	0	0	0	0	228
08:00	2	12	54	147	113	37	9	3	0	0	0	0	0	0	0	377
09:00	1	8	35	100	86	39	4	1	0	0	0	0	0	0	0	274
10:00	1	2	34	117	82	41	12	1	0	0	0	0	0	0	0	290
11:00	2	3	25	111	83	33	14	3	0	0	0	0	0	0	0	274
12 PM	1	6	21	110	101	33	6	1	1	0	0	0	0	0	0	280
13:00	3	4	39	107	73	36	5	4	1	1	0	0	0	0	0	273
14:00	5	9	52	143	68	31	4	0	0	0	0	0	0	0	0	312
15:00	3	17	64	195	141	27	4	3	1	0	0	0	0	0	0	455
16:00	1	10	120	257	157	43	8	1	0	0	0	0	0	0	0	597
17:00	0	6	92	270	163	51	8	0	1	0	0	0	0	0	0	591
18:00	8	35	134	242	120	42	4	3	0	1	0	0	0	0	0	589
19:00	5	8	61	147	116	37	4	1	0	0	1	0	0	0	0	380
20:00	2	6	38	99	55	14	5	5	0	0	0	0	0	0	0	224
21:00	1	1	27	70	35	10	1	0	0	0	0	0	0	0	0	145
22:00	0	1	25	49	29	11	4	2	2	0	0	0	0	0	0	123
23:00	1	1	15	39	22	11	3	2	0	0	0	0	0	0	0	94
Total	39	137	890	2417	1612	583	112	39	7	2	1	0	0	1	0	5840
Grand Total	39	137	890	2417	1612	583	112	39	7	2	1	0	0	1	0	5840

Stats	15th Percentile :	28 MPH
	50th Percentile :	33 MPH
	85th Percentile :	39 MPH
	95th Percentile :	43 MPH
	Mean Speed(Average) :	35 MPH
	10 MPH Pace Speed :	31-40 MPH
	Number in Pace :	4030
	Percent in Pace :	69.0%
	Number of Vehicles > 30 MPH :	4774
	Percent of Vehicles > 30 MPH :	81.7%

CTS Engineering, Inc.

8095 W 12th Street, Suite 315
Doral, FL. 33126

NE 6th Ave N of NE 119th Street
Date Start: 14-Nov-17

SOUTHBOUND

Start Time	0	21	26	31	36	41	46	51	56	61	66	71	76	81	86	Total
	20	25	30	35	40	45	50	55	60	65	70	75	80	85	147	
11/14/17	0	2	9	14	14	5	2	0	0	0	0	0	0	0	0	46
01:00	0	3	15	5	4	4	1	0	1	0	0	0	0	0	0	33
02:00	0	2	1	3	5	1	1	1	0	0	0	0	0	0	0	14
03:00	0	1	7	5	1	3	1	0	0	0	0	0	0	0	0	18
04:00	0	1	8	16	5	3	1	0	0	0	0	0	0	0	0	34
05:00	0	4	11	31	19	9	2	0	0	0	0	0	0	0	0	76
06:00	2	2	45	91	98	51	3	3	1	0	0	0	0	0	0	296
07:00	1	8	75	259	209	54	17	1	1	0	0	0	0	0	0	625
08:00	2	7	77	187	169	70	17	4	0	1	0	0	0	0	0	534
09:00	0	4	50	155	149	71	19	3	1	0	0	0	0	0	0	452
10:00	1	2	47	110	92	41	7	1	1	0	0	0	0	0	0	302
11:00	0	7	42	109	83	23	8	2	0	0	0	0	0	0	0	274
12 PM	2	11	41	82	85	26	10	1	0	0	0	0	0	0	0	258
13:00	1	9	35	106	86	38	9	2	0	0	1	0	0	0	0	287
14:00	4	27	70	149	103	20	7	2	0	0	0	0	0	0	0	382
15:00	0	17	60	149	75	19	5	1	0	0	0	0	0	0	0	326
16:00	6	28	95	124	86	31	3	1	0	0	0	0	0	0	0	374
17:00	4	17	108	161	79	10	2	2	0	0	0	0	0	0	0	383
18:00	6	13	89	136	77	18	6	0	0	0	0	0	0	0	0	345
19:00	3	16	46	102	62	17	8	1	0	0	0	0	0	0	0	255
20:00	1	9	49	84	59	19	4	0	0	0	0	0	0	0	0	225
21:00	1	5	30	38	43	18	7	2	1	0	0	0	0	0	0	145
22:00	0	2	18	53	28	14	5	0	0	0	0	0	0	0	0	120
23:00	1	3	15	35	23	10	7	2	0	0	0	0	0	0	0	96
Total	35	200	1043	2204	1654	575	152	29	6	1	1	0	0	0	0	5900
Grand Total	35	200	1043	2204	1654	575	152	29	6	1	1	0	0	0	0	5900

Stats	15th Percentile :	28 MPH
	50th Percentile :	33 MPH
	85th Percentile :	39 MPH
	95th Percentile :	44 MPH
	Mean Speed(Average) :	35 MPH
	10 MPH Pace Speed :	31-40 MPH
	Number in Pace :	3859
	Percent in Pace :	65.4%
	Number of Vehicles > 30 MPH :	4622
	Percent of Vehicles > 30 MPH :	78.3%

Appendix F:

Crash Summaries and Collision
Diagrams

**State of Florida Department of Transportation
CRASH SUMMARY**

SECTION: 87034000												STATE ROUTE: 915					
INTERSECTING ROADWAY: 0						M.P. 1.918		TO 2.018		ENGINEER: FDOT D6							
STUDY PERIOD: FROM 1/ 2013												TO 12/ 2013		COUNTY: Miami-Dade			
No.	MILE POST	DATE	DAY	TIME	CRASH TYPE				FATAL	INJURIES	PROP DAM	DAY / NIGHT	WET / DRY	CONTRIBUTING CAUSE (VEHICLE ONLY)			
1	1.994	07/23/13	Tue	1854	Tree (Standing)				0	1	0	Day	Dry	Ran Off Roadway			
Total No.	Fatal	Injury	PDO	Rear-End	Head-On	Angle	Left-Turn	Right-Turn	Sideswipe	Backed Into	Ped/Bike	Parked Car	Fixed Object	Ran into Water	Other		
1	0	1	0	0	0	0	0	0	0	0	0	0	1	0	0		
Percent	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%		
Contrib. Cause	Day	Night	Wet	Dry	Careless Driving	FTYRW	Improper Turn	Ran Red Light	Exceeded Speed	Improper Passing	Disreg Cntl Dev	Erratic/Aggress	Ran off Road	DUI	Wrong Way		
Total	1	0	0	1	0	0	0	0	0	0	0	0	1	0	0		
Percent	100.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	100.00%	0.00%	0.00%		
TOTAL ENTERING VEHICLES/ADT: 15,600								SPOT CRASH RATE: 0.176 CRASHES PER MILLION ENTERING VEHICLES									

**State of Florida Department of Transportation
CRASH SUMMARY**

SECTION: 87034000												STATE ROUTE: 915							
INTERSECTING ROADWAY: 0												M.P. 1.918		TO 2.018		ENGINEER: FDOT D6			
STUDY PERIOD: FROM 1/ 2015												TO 12/ 2015		COUNTY: Miami-Dade					
No.	MILE POST	DATE	DAY	TIME	CRASH TYPE					FATAL	INJURIES	PROP DAM	DAY / NIGHT	WET / DRY	CONTRIBUTING CAUSE (VEHICLE ONLY)				
1	1.968	05/27/15	Wed	1826	Rear-End					0	0	1	Day	Dry	No Contributing Action				
Total No.	Fatal	Injury	PDO	Rear-End	Head-On	Angle	Left-Turn	Right-Turn	Sideswipe	Backed Into	Ped/Bike	Parked Car	Fixed Object	Ran into Water	Other				
1	0	0	1	1	0	0	0	0	0	0	0	0	0	0	0				
Percent	0.00%	0.00%	100.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%				
Contrib. Cause	Day	Night	Wet	Dry	Careless Driving	FTYRW	Improper Turn	Ran Red Light	Exceeded Speed	Improper Passing	Disreg Cntl Dev	Erratic/Aggress	Ran off Road	DUI	Wrong Way				
Total	1	0	0	1	0	0	0	0	0	0	0	0	0	0	0				
Percent	100.00%	0.00%	0.00%	100.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%				
TOTAL ENTERING VEHICLES/ADT: 17,200										SPOT CRASH RATE: 0.159 CRASHES PER MILLION ENTERING VEHICLES									



N.T.S.



Legend:

Crash Number (From Crash Summary Sheet)	Rear-End	Left-Turn	Other
	Sideswipe	Angle	Collision with Parked Vehicle
	Right-Turn	Fixed Object	Year of Accident:
	Head-on	Object/Debris on Road	2013
	Overtaken		2014
			2015

SR 915/NE 6th Avenue at NE 119th Street

Figure E-1: Collision Diagram (2013-15)



```
          CCCCCCCCCC      AAAAAAAAAA      RRRRRRRRRR
        CCCCCCCCCC      AAAAAAAAAAAA      RRRRRRRRRRRR
       CCC             AAA      AAA      RRR      RRR
      CCC             AAA      AAA      RRR      RRR
     CCC             AAAAAAAAAA      RRRRRRRRRRRR
    CCC             AAAAAAAAAAAA      RRRRRRRRRRRRRR
   CCC             AAA      AAA      RRR      RRR
  CCC             AAA      AAA      RRR      RRR
 CCCCCCCCCC      AAA      AAA      RRR      RRRR
CCCCCCCCCCCC      AAA      AAA      RRR      RRRRRR
```

C R A S H R E P O R T I N G S Y S T E M

N O T I C E: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.

```
I/O NAME: ..... CARI122
PROGRAM ID: ..... CARPJ122
REPORT NUMBER: ..... 01
RUN CLASS: ..... A
MESSAGE CLASS: ..... Q
PRINTER DEST: ..... LOCAL
# COPIES: ..... 01
ACCOUNT #: ..... 5565945
SUBMIT W/HOLD? ..... N
USERID: ..... KNRSHME
DETAIL SORT ORDER: ..... 1 - SORT BY ROADWAY, MILE POINT
PRINT SEGMENTS? ..... Y
PRINT INTERSECTIONS? ..... N
SUMMARY FORMAT: ..... 2 - TOP LINE ALL BREAKS
OVERRIDE VALUES:
MAX # OF BREAKS: ..... 06
CRASH RATE CATEGORY: ...
AVERAGE DAILY TRAFFIC:..
# OF LEGS: .....
```

REPORT...CARPJ122-01
DATE...11/28/2017
TIME...10:43:55

FLORIDA - DEPARTMENT OF TRANSPORTATION
C A R - CRASH ANALYSIS REPORTING SYSTEM
CRASH DATA (IN 2011 AND LATER) DETAIL FOR STATE-MAINTAINED ROADS

PAGE NO: 1
USERID: KNRSHME
I/O.... CARO213

COMMENT:

1 - SORT BY ROADWAY, MILE POINT

FROM: 01/01/2013 TO 12/31/2015 RAMP INCL
FROM CO/SEC/SUB: 87 034 000 MP: 001.918 INFL INCL
TO CO/SEC/SUB: 87 034 000 MP: 002.018 CR/OS INCL

C	ROADWYID	M	N	S	ADT	Y	M	D	H	CRCC	A	H	MO	L	W	R	R	DL	R	A	V	V	VF	VM	VA	V	V	V	VN	VN	N	V	#	#	#				
R	N	C	S	S	I	EN	TR	VAR	E	O	A	O	RALA	L	AE	AF	IC	EC	D	OC	OO	O	C	1	1	1U	1A	1C	1A	2	2N	2N	2M	2M	M	2N			
A	U	O	E	E	L	AO	AO	EIA	A	N	Y	U	ATAT	C	RV	N	GO	AO	AO	TC	A	C		N	N	T	G		M	M					M	V	K	I	
S	M	U	C	SC	E	RD	TA	RLF	R	T	R	SESE	ME	NC	HN	TN	S	DN	A	D		D	B	SC	E	DI	DE	D	B	F	MP	AA	A	D	E	I	N		
H	B	N	T	UT	P	EE	ED	AYF		H		H	SG	I	FN	EO	TD	HD	U	D	ST		L	I	OT	P	U	RO	R	I	OD	UL	NR	CC	C	RA	H	L	J
E	T	I	BI	O	S			G	I				O	N	UT	RL	IT	ET	R	T	II	S	N	R	DY	E	V	IN	I	R	DE	NO	VI	TT	T	AG	C	L	U
R	Y	O	O	S	T	E	C					R	V	L	L	NN	RN	F	N	TO	D		YP	C	E	V	V	/S	CC	RO	1N	N	GE	L	E	R			
	N	N	T									Y	1	GS	S		S	EN	#	E			R	R	1	R	C	/	/R	/1	2	E	S	D	D				

836265240	87034000	01.968	2546	915	015600	13	01	30	14	S-4DR	0	10	77	01	01	01	01	01	02	R	S	S	01	01	05	13	00	*	01	08	08	01	00	11	1	0	01		
844365320	87034000	01.968	2546	915	017200	15	05	27	18	S-4DR	0	14	01	01	01	01	01	88	02	T	1	E	01	01	13	01	56	E	16	01	01	10			36	2	0	00	
825147820	87034000	01.994	2546	915	015600	13	07	23	18	S-4DR	0	32	88	01	01	01	01	01	01	M	M	S	16	01	01	26	39										1	0	01

Crash occurred along W Dixie Highway. Crash removed from analysis.

REPORT...CARPJ122-01
 DATE...11/28/2017
 TIME...10:43:55

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA (IN 2011 AND LATER) DETAIL FOR STATE-MAINTAINED ROADS

PAGE NO: 2
 USERID: KNRSME
 I/O.... CARI122

COMMENT: 1 - SORT BY ROADWAY, MILE POINT
 FROM: 01/01/2013 TO 12/31/2015
 FROM CO/SEC/SUB: 87 034 000
 TO CO/SEC/SUB: 87 034 000
 MP: 001.918
 MP: 002.018
 RAMPS INCL
 INFL INCL
 CR/OS INCL

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2013	0	0	0	2	2	0	2	0	2	0	0
2015	0	0	0	0	0	1	1	0	0	1	0
TOTAL	0	0	0	2	2	1	3	0	2	1	0

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Appendix G:

Assessment of Traffic Signal Warrants
(FDOT Completed Forms)

SIGNAL WARRANT ANALYSIS

Introduction

- The Signal Warrant Analysis Spreadsheets are a tool for assisting traffic engineers when evaluating the need for a traffic signal installation
- The filled spreadsheets can be used as part of the supporting documents for the signal warrant evaluation

Note: This templates are a useful resource, but it remains necessary to apply engineering judgment and to consider specific environmental, traffic, geometric, and operational conditions

Instructions

Fill in "Orange" areas only

Automated cells based on in Input Data in "orange" cells

General Information

Fill in below the general information including:

District, County (drop-down menu)

City, Engineer, Date

Major and Minor Street with corresponding number of lanes and speed limits

Enter Eight Hour Volumes

Any 8 hours of an average day. Major-street and minor-street volumes shall be for the same 8 hours; however, the 8 hours satisfied in Condition A shall **not** be required to be the same 8 hours satisfied in Condition B **for 80% columns only**. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

Enter Four Hour Volumes

Any 4 hours of an average day. Vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only, not required to be on the same approach during each of the 4 hours)

Enter Pedestrian Volumes (4-hr)

Pedestrians per hour crossing the major street (total of all crossings)

Enter Peak Hour Volumes

Vehicular: Any four consecutive 15-minute periods of an average day

Pedestrian: Any four consecutive 15-minute periods of an average day representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings)

Input Data

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

Eight Hour Volumes (Condition A)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	836	125
8:00 AM	1056	86
9:00 AM	843	43
2:00 PM	706	71
3:00 PM	857	61
4:00 PM	973	75
5:00 PM	1097	67
6:00 PM	1050	39

Eight Hour Volumes (Condition B)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	836	125
8:00 AM	1056	86
9:00 AM	843	43
2:00 PM	706	71
3:00 PM	857	61
4:00 PM	973	75
5:00 PM	1097	67
6:00 PM	1050	39

Highest Four Hour Vehicular Volumes		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	836	125
8:00 AM	1056	86
4:00 PM	973	75
5:00 PM	1097	67

Highest Four Hour Pedestrian Volumes		
Hours	Major Street (total of both approaches)	Pedestrian Crossings on Major Street
7:00 AM	836	0
8:00 AM	1056	0
4:00 PM	973	0
5:00 PM	1097	1

Vehicular Peak Hour Volumes			
Peak Hour	Major Street (total of both approaches)	Minor Street (one direction only)	Total Entering Volume
5:00 PM	1097	67	1164

Pedestrian Peak Hour Volumes		
Peak Hour	Major Street (total of both approaches)	Pedestrian Crossing Volumes on Major Street
5:00 PM	1097	1

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
County: 87 – Miami Dade
District: Six

Engineer: RS&H
Date: November 7, 2017

Major Street: SR 915/NE 6th Ave Lanes: 2 Major Approach Speed: 30
Minor Street: NE 119th St Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 1 - EIGHT-HOUR VEHICULAR VOLUME

Warrant 1 is satisfied if Condition A or Condition B is "100%" satisfied for eight hours.

Warrant 1 is also satisfied if both Condition A and Condition B are "80%" satisfied (should only be applied after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems).

Condition A - Minimum Vehicular Volume

Condition A is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

- 100% Satisfied: Yes No
- 80% Satisfied: Yes No
- 70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	500	400	350	150	120	105
2 or more	1	600	480	420	150	120	105
2 or more	2 or more	600	480	420	200	160	140
1	2 or more	500	400	350	200	160	140

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Street	Eight Highest Hours							
	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	836	1,056	843	706	857	973	1,097	1,050
Minor	125	86	43	71	61	75	67	39

Existing Volumes

State of Florida Department of Transportation
TRAFFIC SIGNAL WARRANT SUMMARY

Condition B - Interruption of Continuous Traffic

Condition B is intended for application where Condition A is not satisfied and the traffic volume on a major street is so heavy that traffic on the minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.

Applicable: Yes No

100% Satisfied: Yes No

80% Satisfied: Yes No

70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	750	600	525	75	60	53
2 or more	1	900	720	630	75	60	53
2 or more	2 or more	900	720	630	100	80	70
1	2 or more	750	600	525	100	80	70

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Eight Highest Hours								
Street	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	836	1,056	843	706	857	973	1,097	1,050
Minor	125	86	43	71	61	75	67	39

Existing Volumes

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 - Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" Yes No

WARRANT 2 - FOUR-HOUR VEHICULAR VOLUME

If all four points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

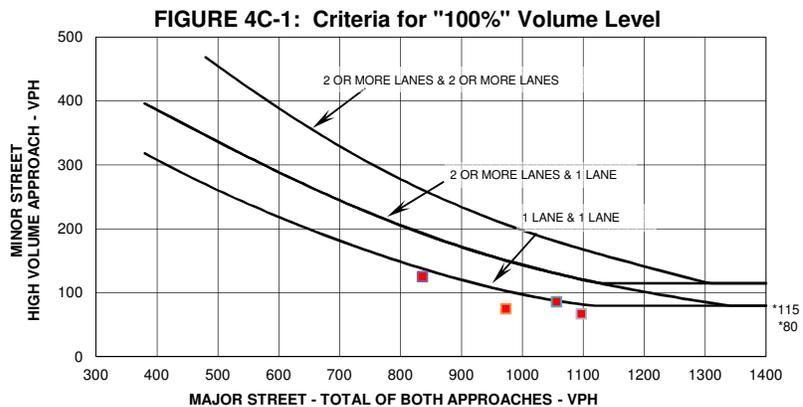
100% Volume Level

Four Highest Hours	Volumes	
	Major Street	Minor Street
7:00 AM	836	125
8:00 AM	1056	86
4:00 PM	973	75
5:00 PM	1097	67

70% Volume Level

Four Highest Hours	Volumes	
	Major Street	Minor Street

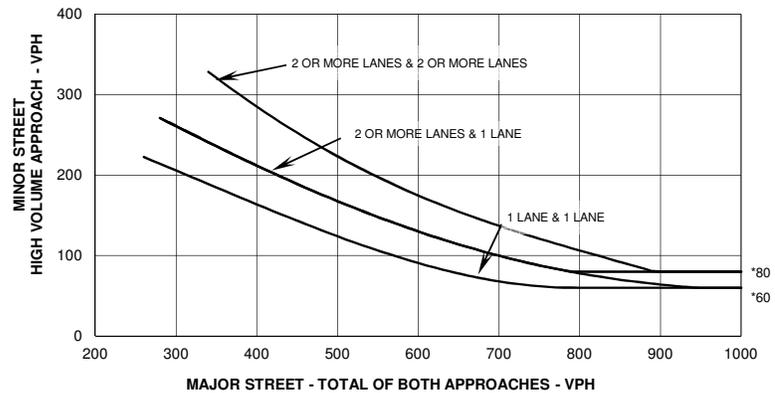
Plot four volume combinations on the applicable figure below.



* Note: 115 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 80 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

Figure 4C-2: Criteria for "70%" Volume Level

(Community Less than 10,000 population or above 70 km/hr (40 mph) on Major Street)



* Note: 80 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 60 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 3 - PEAK HOUR

If all three criteria are fulfilled **or** the plotted point lies above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Unusual condition justifying use of warrant:

Land uses do not comply with Section 4C of MUTCD

Record hour when criteria are fulfilled and the corresponding delay or volume in boxes provided.

Peak Hour 100% Volume		
Time	Major Vol.	Minor Vol.
5:00 PM	1097	67

Peak Hour 70% Volume		
Time	Major Vol.	Minor Vol.

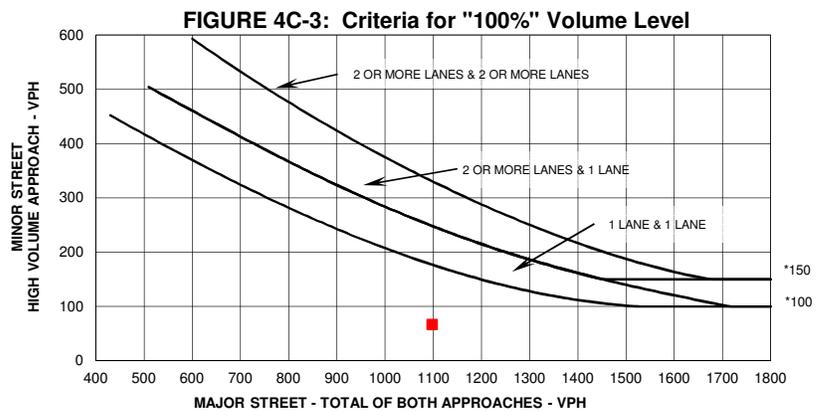
Criteria

1. Delay on Minor Approach *(vehicle-hours)		
Approach Lanes	1	2
Delay Criteria*	4.0	5.0
Delay*	0.4	
Fulfilled?:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

2. Volume on Minor Approach One-Direction *(vehicles per hour)		
Approach Lanes	1	2
Volume Criteria*	100	150
Volume*	125	
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

3. Total Intersection Entering Volume *(vehicles per hour)		
No. of Approaches	3	4
Volume Criteria*	650	800
Volume*		995
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

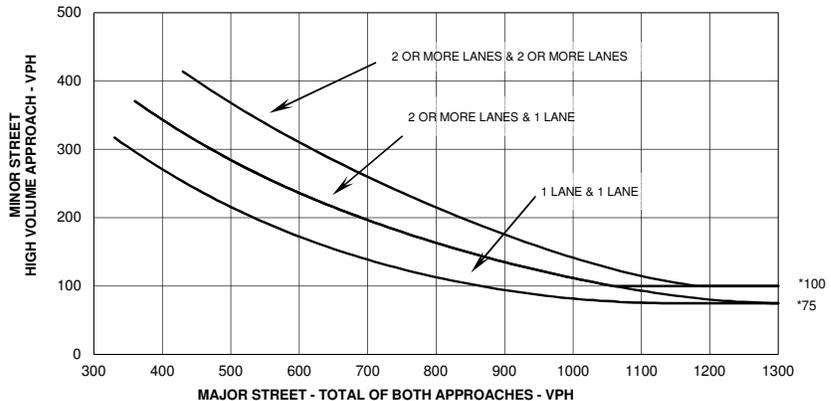
Plot volume combination on the applicable figure below.



* Note: 150 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 100 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

Figure 4C-4: Criteria for "70%" Volume Level

(Community Less than 10,000 population or above 70 km/hr (40 mph) on Major Street)



* Note: 100 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 75 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 4 - PEDESTRIAN VOLUME

For each of any 4 hours of an average day, the plotted points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Plot four volume combinations on the applicable figure below.

Figure 4C-5. Criteria for "100%" Volume Level

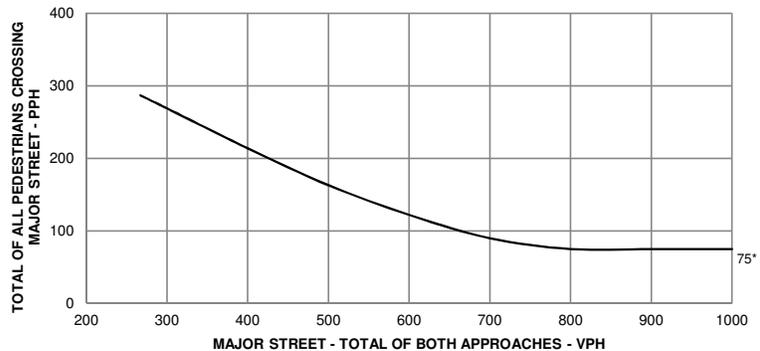
Four Highest Hours	Volumes	
	Major Street	Pedestrian Total
7:00 AM	836	
8:00 AM	1056	
4:00 PM	973	
4:00 PM	1097	1



* Note: 107 pph applies as the lower threshold volume

Figure 4C-6 Criteria for "70%" Volume Level

Four Highest Hours	Volumes	
	Major Street	Pedestrian Total



* Note: 75 pph applies as the lower threshold volume

WARRANT 4 - PEDESTRIAN VOLUME

For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point falls above the appropriate line, then the warrant is satisfied.

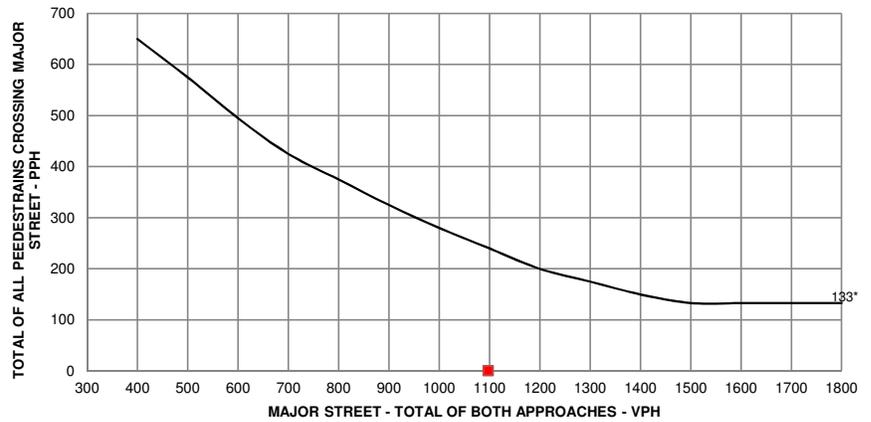
Applicable: Yes No
 Satisfied: Yes No

Plot one volume combination on the applicable figure below.

100% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total
5:00 PM	1097	1

Figure 4C-7. Criteria for "100%" Volume Level - Peak Hour

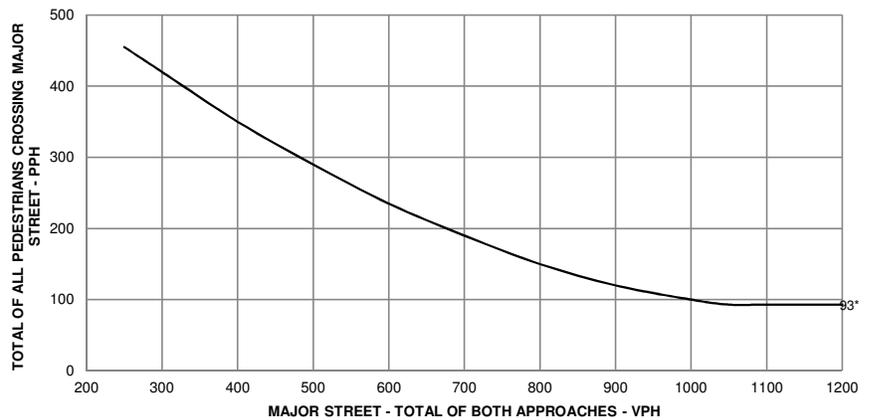


* Note: 133 pph applies as the lower threshold volume

70% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total

Figure 4C-8 Criteria for "70%" Volume Level - Peak Hour



* Note: 93 pph applies as the lower threshold volume

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 5 - SCHOOL CROSSING

Record hours where criteria are fulfilled and the corresponding volume or gap frequency in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No

Satisfied: Yes No

Criteria				Fulfilled?	
				Yes	No
1.	There are a minimum of 20 students crossing the major street during the highest crossing hour.	Students: 0	Hour:		No
2.	There are fewer adequate gaps in the major street traffic stream during the period when the children are using the established school crossing than the number of minutes in the same period.	Minutes:	Gaps:		No
3.	The nearest traffic signal along the major street is located more than 300 ft. (90 m) away, or the nearest signal is within 300 ft. (90 m) but the proposed traffic signal will not restrict the progressive movement of traffic.			Yes	

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 6 - COORDINATED SIGNAL SYSTEM

Indicate if the criteria are fulfilled in the boxes provided. The warrant is satisfied if either criterion is fulfilled. This warrant should not be applied when the resulting signal spacing would be less than 300 m (1,000 ft.).

Applicable: Yes No

Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. On a one-way street or a street that has traffic predominately in one direction, the adjacent signals are so far apart that they do not provide the necessary degree of vehicle platooning.		
2. On a two-way street, adjacent signals do not provide the necessary degree of platooning, and the proposed and adjacent signals will collectively provide a progressive operation.		No

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
 County: 87 – Miami Dade
 District: Six

Engineer: RS&H
 Date: November 7, 2017

Major Street: SR 915/NE 6th Ave
 Minor Street: NE 119th St

Lanes: 2 Major Approach Speed: 30
 Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 7 - CRASH EXPERIENCE

Record hours where criteria are fulfilled, the corresponding volume, and other information in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No
 Satisfied: Yes No

Criteria		Hour								Volume		Met?		Fulfilled?	
										Major	Minor	Yes	No	Yes	No
1. One of the warrants to the right is met.	Warrant 1, Condition A (80% satisfied)	N	N	N	N	N	N	N	N	480	120		N		No
	Warrant 1, Condition B (80% satisfied)	N	N	N	N	N	N	N	N	720	60		N		
	Warrant 4, Pedestrian Volume at 80% of volume requirements: # ped/hr for four (4) hours or # ped/hr for one (1) hour.												N		
2. Adequate trial of other remedial measure has failed to reduce crash frequency.	Measure tried:	None													No
3. Five or more reported crashes, of types susceptible to correction by signal, have occurred within a 12-month period.	Observed Crash Types:									Number of crashes per 12 months:		0			No

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 8 - ROADWAY NETWORK

Record hours where criteria are fulfilled, and the corresponding volume or other information in the boxes provided. The warrant is satisfied if at least one of the criteria is fulfilled and if all intersecting routes have one or more of the Major Route characteristics listed.

Applicable: Yes No

Satisfied: Yes No

Criteria						Met?		Fulfilled?		
						Yes	No	Yes	No	
1. Both of the criteria to the right are met.	a. Total entering volume of at least 1,000 veh/hr during a typical weekday peak hour.			Entering Volume: 1,125		yes			no	
	b. Five-year projected volumes that satisfy one or more of Warrants 1, 2, or 3.			Warrant:	1	2	3			no
				Satisfied?:	no	no	no			
2. Total entering volume at least 1,000 veh/hr for each of any 5 hrs of a non-normal business day (Sat. or Sun.)	11:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	← Hour			No	
						← Volume				

Characteristics of Major Routes						Met?		Fulfilled?	
						Yes	No	Yes	No
1. Part of the street or highway system that serves as the principal roadway network for through traffic flow.	Major Street:					Yes			No
	Minor Street:						n		
2. Rural or suburban highway outside of, entering, or traversing a city.	Major Street:					yes			No
	Minor Street:						n		
3. Appears as a major route on an official plan.	Major Street:					Yes			No
	Minor Street:						n		

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Approach Lane Criteria

1. How many approach lanes are there at the track crossing?

1 2 or more
 Fig 4C-9 Fig 4C-10

If there is 1 lane, use Figure 4C-9 and if there are 2 or more, use Figure 4C-10.

WARRANT 9 - INTERSECTION NEAR A GRADE CROSSING

This signal warrant should be applied only after adequate consideration has been given to other alternatives or after a trial of an alternative has failed to alleviate the safety concerns associated with the grade crossing.

Indicate if both criteria are fulfilled in the boxes provided. The warrant is satisfied if both criteria are met.

Applicable: Yes No
Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach; and	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. During the highest traffic volume hour during which the rail uses the crossing, the plotted point falls above the applicable curve for the existing combination of approach lanes over the track and the distance D (clear storage distance).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Use the following tables (4C-2, 4C-3, and 4C-4 to appropriately adjust the minor-street approach volume).

Inputs

Occurrences of Rail traffic per day
% of High Occupancy Buses on Minor-Street Approach
Enter D (feet)
% of Tractor-Trailer Trucks on Minor-Street Approach

Adjustment Factors from Tables

1.00

0.50

Table 4C-2. Adjustment Factor for Daily Frequency of Rail Traffic

Rail Traffic per Day	Adjustment Factor
1	0.67
2	0.91
3 to 5	1.00
6 to 8	1.18
9 to 11	1.25
12 or more	1.33

Table 4C-3. Adjustment Factor for Percentage of High-Occupancy Buses

% of High-Occupancy Buses* on Minor Street Approach	Adjustment Factor
0%	1.00
2%	1.09
4%	1.19
6% or more	1.32

* A high-occupancy bus is defined as a bus occupied by at least 20 people

Table 4C-4. Adjustment Factor for Percentage of Tractor-Trailer Trucks

% of Tractor-Trailer Trucks on Minor-Street Approach	Adjustment Factor	
	D less than 70 feet	D of 70 feet or more
0% to 2.5%	0.50	0.50
2.6% to 7.5%	0.75	0.75
7.6% to 12.5%	1.00	1.00
12.6% to 17.5%	2.30	1.15
17.6% to 22.5%	2.70	1.35
22.6% to 27.5%	3.28	1.64
More than 27.5%	4.18	2.09

Input the major and minor street volumes before adjustment factors are applied

1 Approach Lane		

D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

1 Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

Input D and the major and minor street volumes before adjustment factors are applied

2 or more Approach Lanes		

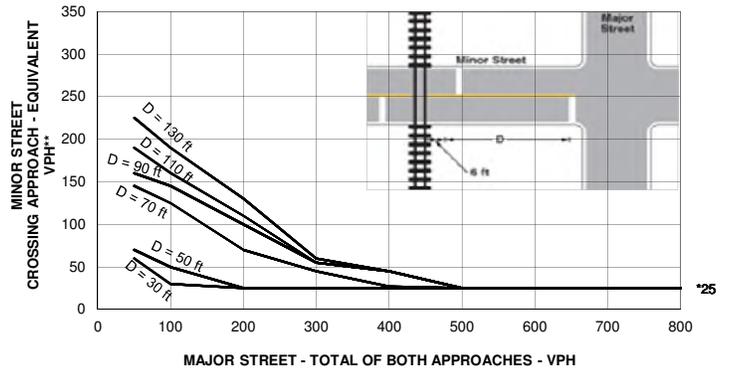
D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

2+ Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

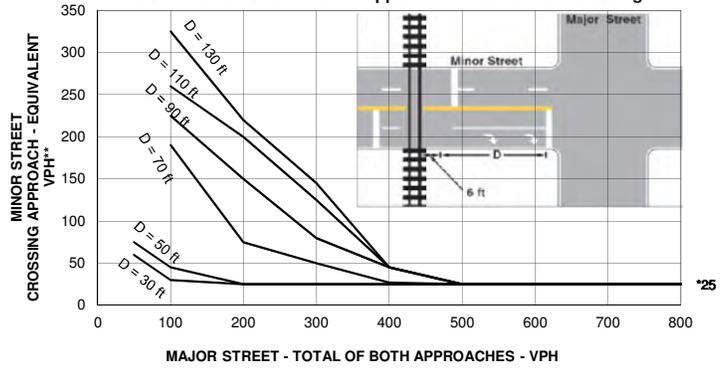
FIGURE 4C-9: Criteria for 1 Approach Lane at the Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

FIGURE 4C-10: Criteria for 2+ Approach Lanes at Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 7, 2017**

Major Street: **SR 915/NE 6th Ave**
 Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
 Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

CONCLUSIONS

Remarks: **Study intersection satisfies 0 of the minimum warrants for traffic signal control.**

WARRANTS SATISFIED:

<input type="checkbox"/> Warrant 1	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 2	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 3	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 4	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 5	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 6	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 7	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 8	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 9	<input checked="" type="checkbox"/> Not Applicable

SIGNAL WARRANT ANALYSIS

Introduction

- The Signal Warrant Analysis Spreadsheets are a tool for assisting traffic engineers when evaluating the need for a traffic signal installation
- The filled spreadsheets can be used as part of the supporting documents for the signal warrant evaluation

Note: This templates are a useful resource, but it remains necessary to apply engineering judgment and to consider specific environmental, traffic, geometric, and operational conditions

Instructions

Fill in "Orange" areas only

Automated cells based on in Input Data in "orange" cells

General Information

Fill in below the general information including:

District, County (drop-down menu)

City, Engineer, Date

Major and Minor Street with corresponding number of lanes and speed limits

Enter Eight Hour Volumes

Any 8 hours of an average day. Major-street and minor-street volumes shall be for the same 8 hours; however, the 8 hours satisfied in Condition A shall **not** be required to be the same 8 hours satisfied in Condition B **for 80% columns only**. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

Enter Four Hour Volumes

Any 4 hours of an average day. Vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only, not required to be on the same approach during each of the 4 hours)

Enter Pedestrian Volumes (4-hr)

Pedestrians per hour crossing the major street (total of all crossings)

Enter Peak Hour Volumes

Vehicular: Any four consecutive 15-minute periods of an average day

Pedestrian: Any four consecutive 15-minute periods of an average day representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings)

Input Data

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave**
 Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
 # Lanes: **1** Minor Approach Speed: **25**

Eight Hour Volumes (Condition A)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	842	106
8:00 AM	1043	105
9:00 AM	837	44
2:00 PM	717	69
3:00 PM	938	58
4:00 PM	990	72
5:00 PM	1138	57
6:00 PM	1182	40

Eight Hour Volumes (Condition B)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	842	106
8:00 AM	1043	105
9:00 AM	837	44
2:00 PM	717	69
3:00 PM	938	58
4:00 PM	990	72
5:00 PM	1138	57
6:00 PM	1182	40

Highest Four Hour Vehicular Volumes		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	842	106
8:00 AM	1043	105
4:00 PM	990	72
5:00 PM	1138	57

Highest Four Hour Pedestrian Volumes		
Hours	Major Street (total of both approaches)	Pedestrian Crossings on Major Street
7:00 AM	842	0
8:00 AM	1043	0
4:00 PM	990	0
5:00 PM	1138	1

Vehicular Peak Hour Volumes			
Peak Hour	Major Street (total of both approaches)	Minor Street (one direction only)	Total Entering Volume
5:00 PM	1138	57	1195

Pedestrian Peak Hour Volumes		
Peak Hour	Major Street (total of both approaches)	Pedestrian Crossing Volumes on Major Street
5:00 PM	1138	1

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
County: 87 – Miami Dade
District: Six

Engineer: RS&H
Date: November 8, 2017

Major Street: SR 915/NE 6th Ave Lanes: 2 Major Approach Speed: 30
Minor Street: NE 119th St Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 or 2 above is answered "Yes" 70% 100%

WARRANT 1 - EIGHT-HOUR VEHICULAR VOLUME

Warrant 1 is satisfied if Condition A or Condition B is "100%" satisfied for eight hours.

Warrant 1 is also satisfied if both Condition A and Condition B are "80%" satisfied (should only be applied after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems).

Condition A - Minimum Vehicular Volume

Condition A is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

- 100% Satisfied: Yes No
- 80% Satisfied: Yes No
- 70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	500	400	350	150	120	105
2 or more	1	600	480	420	150	120	105
2 or more	2 or more	600	480	420	200	160	140
1	2 or more	500	400	350	200	160	140

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Street	Eight Highest Hours							
	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	842	1,043	837	717	938	990	1,138	1,182
Minor	106	105	44	69	58	72	57	40

Existing Volumes

State of Florida Department of Transportation
TRAFFIC SIGNAL WARRANT SUMMARY

Condition B - Interruption of Continuous Traffic

Condition B is intended for application where Condition A is not satisfied and the traffic volume on a major street is so heavy that traffic on the minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.

Applicable: Yes No

100% Satisfied: Yes No

80% Satisfied: Yes No

70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	750	600	525	75	60	53
2 or more	1	900	720	630	75	60	53
2 or more	2 or more	900	720	630	100	80	70
1	2 or more	750	600	525	100	80	70

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Eight Highest Hours								
Street	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	842	1,043	837	717	938	990	1,138	1,182
Minor	106	105	44	69	58	72	57	40

Existing Volumes

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" Yes No

WARRANT 2 - FOUR-HOUR VEHICULAR VOLUME

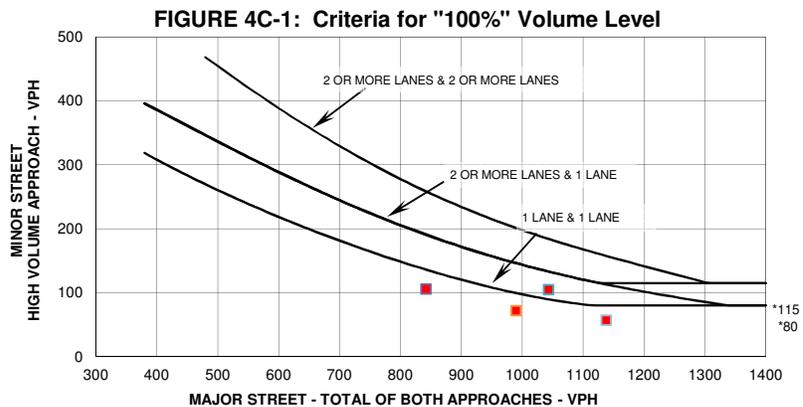
If all four points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Plot four volume combinations on the applicable figure below.

100% Volume Level

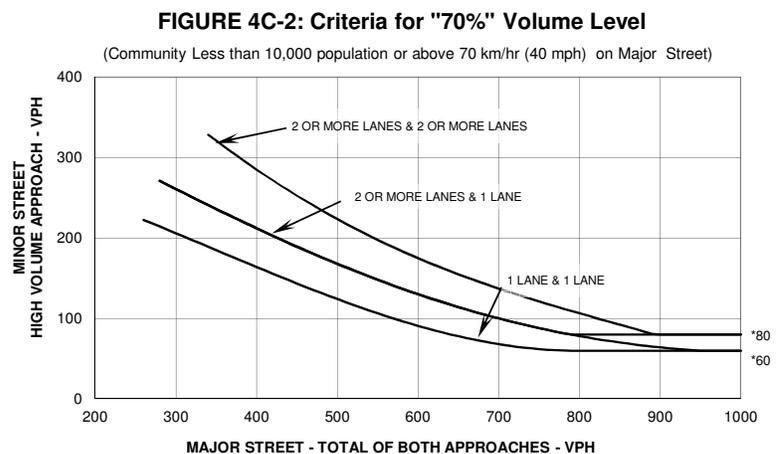
Four Highest Hours	Volumes	
	Major Street	Minor Street
7:00 AM	842	106
8:00 AM	1043	105
4:00 PM	990	72
5:00 PM	1138	57



* Note: 115 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 80 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

70% Volume Level

Four Highest Hours	Volumes	
	Major Street	Minor Street



* Note: 80 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 60 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 3 - PEAK HOUR

If all three criteria are fulfilled **or** the plotted point lies above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Unusual condition justifying use of warrant:

Land uses do not comply with Section 4C of MUTCD

Record hour when criteria are fulfilled and the corresponding delay or volume in boxes provided.

Peak Hour 100% Volume		
Time	Major Vol.	Minor Vol.
5:00 PM	1138	57

Peak Hour 70% Volume		
Time	Major Vol.	Minor Vol.

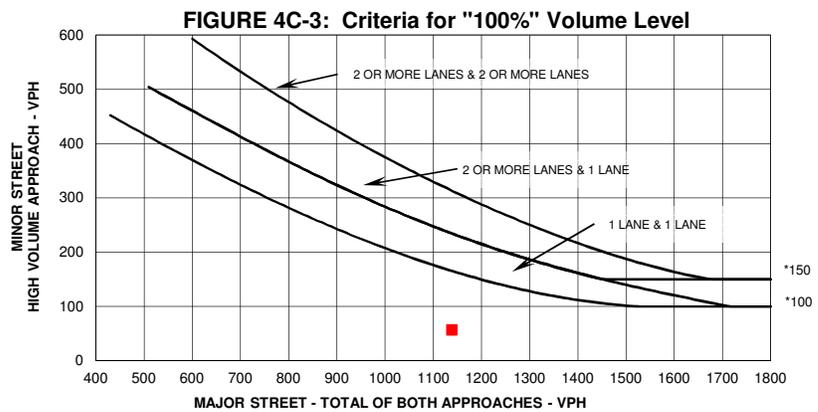
Criteria

1. Delay on Minor Approach *(vehicle-hours)		
Approach Lanes	1	2
Delay Criteria*	4.0	5.0
Delay*	0.4	
Fulfilled?:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

2. Volume on Minor Approach One-Direction *(vehicles per hour)		
Approach Lanes	1	2
Volume Criteria*	100	150
Volume*	106	
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

3. Total Intersection Entering Volume *(vehicles per hour)		
No. of Approaches	3	4
Volume Criteria*	650	800
Volume*		973
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

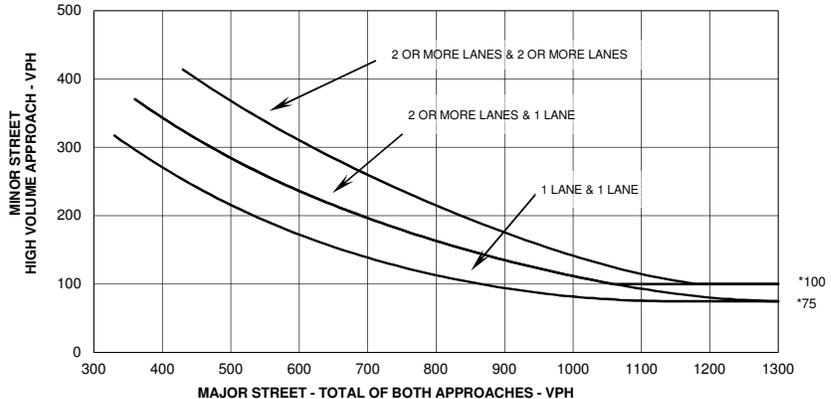
Plot volume combination on the applicable figure below.



* Note: 150 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 100 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

Figure 4C-4: Criteria for "70%" Volume Level

(Community Less than 10,000 population or above 70 km/hr (40 mph) on Major Street)



* Note: 100 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 75 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 4 - PEDESTRIAN VOLUME

For each of any 4 hours of an average day, the plotted points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Plot four volume combinations on the applicable figure below.

Figure 4C-5. Criteria for "100%" Volume Level

Four Highest Hours	Volumes	
	Major Street	Pedestrian Total
7:00 AM	842	
8:00 AM	1043	
4:00 PM	990	
4:00 PM	1138	1



* Note: 107 pph applies as the lower threshold volume

Figure 4C-6 Criteria for "70%" Volume Level

Four Highest Hours	Volumes	
	Major Street	Pedestrian Total



* Note: 75 pph applies as the lower threshold volume

WARRANT 4 - PEDESTRIAN VOLUME

For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point falls above the appropriate line, then the warrant is satisfied.

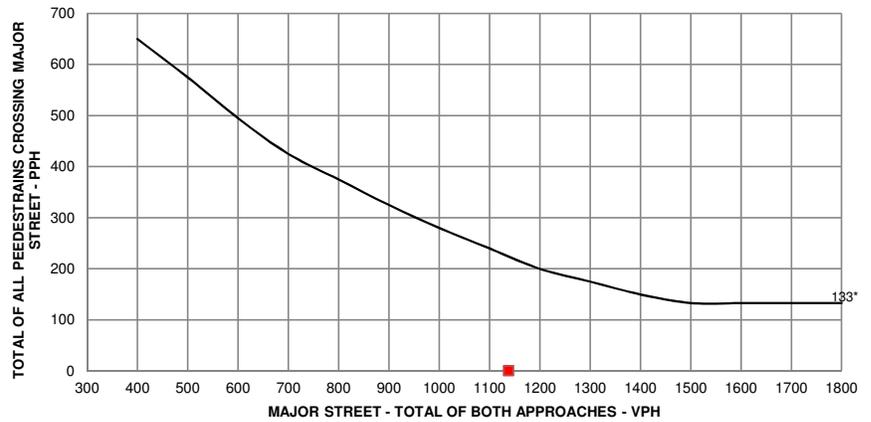
Applicable: Yes No
 Satisfied: Yes No

Plot one volume combination on the applicable figure below.

100% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total
5:00 PM	1138	1

Figure 4C-7. Criteria for "100%" Volume Level - Peak Hour



* Note: 133 pph applies as the lower threshold volume

70% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total

Figure 4C-8 Criteria for "70%" Volume Level - Peak Hour



* Note: 93 pph applies as the lower threshold volume

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 5 - SCHOOL CROSSING

Record hours where criteria are fulfilled and the corresponding volume or gap frequency in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No

Satisfied: Yes No

Criteria				Fulfilled?	
				Yes	No
1.	There are a minimum of 20 students crossing the major street during the highest crossing hour.	Students: 0	Hour:		No
2.	There are fewer adequate gaps in the major street traffic stream during the period when the children are using the established school crossing than the number of minutes in the same period.	Minutes:	Gaps:		No
3.	The nearest traffic signal along the major street is located more than 300 ft. (90 m) away, or the nearest signal is within 300 ft. (90 m) but the proposed traffic signal will not restrict the progressive movement of traffic.			Yes	

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 6 - COORDINATED SIGNAL SYSTEM

Indicate if the criteria are fulfilled in the boxes provided. The warrant is satisfied if either criterion is fulfilled. This warrant should not be applied when the resulting signal spacing would be less than 300 m (1,000 ft.).

Applicable: Yes No

Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. On a one-way street or a street that has traffic predominately in one direction, the adjacent signals are so far apart that they do not provide the necessary degree of vehicle platooning.	No	No
2. On a two-way street, adjacent signals do not provide the necessary degree of platooning, and the proposed and adjacent signals will collectively provide a progressive operation.	No	No

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
 County: 87 – Miami Dade
 District: Six

Engineer: RS&H
 Date: November 8, 2017

Major Street: SR 915/NE 6th Ave
 Minor Street: NE 119th St

Lanes: 2 Major Approach Speed: 30
 Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 7 - CRASH EXPERIENCE

Record hours where criteria are fulfilled, the corresponding volume, and other information in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No
 Satisfied: Yes No

Criteria		Hour								Volume		Met?		Fulfilled?	
										Major	Minor	Yes	No	Yes	No
1. One of the warrants to the right is met.	Warrant 1, Condition A (80% satisfied)	N	N	N	N	N	N	N	N	480	120		N		No
	Warrant 1, Condition B (80% satisfied)	N	N	N	N	N	N	N	N	720	60		N		
	Warrant 4, Pedestrian Volume at 80% of volume requirements: # ped/hr for four (4) hours or # ped/hr for one (1) hour.												N		
2. Adequate trial of other remedial measure has failed to reduce crash frequency.	Measure tried:	None													No
3. Five or more reported crashes, of types susceptible to correction by signal, have occurred within a 12-month period.	Observed Crash Types:									Number of crashes per 12 months:		0			No

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 8 - ROADWAY NETWORK

Record hours where criteria are fulfilled, and the corresponding volume or other information in the boxes provided. The warrant is satisfied if at least one of the criteria is fulfilled and if all intersecting routes have one or more of the Major Route characteristics listed.

Applicable: Yes No

Satisfied: Yes No

Criteria							Met?		Fulfilled?			
							Yes	No	Yes	No		
1.	Both of the criteria to the right are met.	a. Total entering volume of at least 1,000 veh/hr during a typical weekday peak hour.			Entering Volume: 1,257		yes			no		
		b. Five-year projected volumes that satisfy one or more of Warrants 1, 2, or 3.			Warrant:	1	2	3			no	no
					Satisfied?:	no	no	no				
2.	Total entering volume at least 1,000 veh/hr for each of any 5 hrs of a non-normal business day (Sat. or Sun.)	11:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	← Hour			No		
							← Volume					

Characteristics of Major Routes							Met?		Fulfilled?	
							Yes	No	Yes	No
1.	Part of the street or highway system that serves as the principal roadway network for through traffic flow.	Major Street:	Yes							
		Minor Street:		n						
2.	Rural or suburban highway outside of, entering, or traversing a city.	Major Street:	yes					No		
		Minor Street:		n						
3.	Appears as a major route on an official plan.	Major Street:	Yes							
		Minor Street:		n						

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Approach Lane Criteria

1. How many approach lanes are there at the track crossing?

1 2 or more
 Fig 4C-9 Fig 4C-10

If there is 1 lane, use Figure 4C-9 and if there are 2 or more, use Figure 4C-10.

WARRANT 9 - INTERSECTION NEAR A GRADE CROSSING

This signal warrant should be applied only after adequate consideration has been given to other alternatives or after a trial of an alternative has failed to alleviate the safety concerns associated with the grade crossing.

Indicate if both criteria are fulfilled in the boxes provided. The warrant is satisfied if both criteria are met.

Applicable: Yes No
Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach; and	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. During the highest traffic volume hour during which the rail uses the crossing, the plotted point falls above the applicable curve for the existing combination of approach lanes over the track and the distance D (clear storage distance).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Use the following tables (4C-2, 4C-3, and 4C-4 to appropriately adjust the minor-street approach volume).

Inputs

Occurrences of Rail traffic per day
% of High Occupancy Buses on Minor-Street Approach
Enter D (feet)
% of Tractor-Trailer Trucks on Minor-Street Approach

Adjustment Factors from Tables

1.00

0.50

Table 4C-2. Adjustment Factor for Daily Frequency of Rail Traffic

Rail Traffic per Day	Adjustment Factor
1	0.67
2	0.91
3 to 5	1.00
6 to 8	1.18
9 to 11	1.25
12 or more	1.33

Table 4C-3. Adjustment Factor for Percentage of High-Occupancy Buses

% of High-Occupancy Buses* on Minor Street Approach	Adjustment Factor
0%	1.00
2%	1.09
4%	1.19
6% or more	1.32

* A high-occupancy bus is defined as a bus occupied by at least 20 people

Table 4C-4. Adjustment Factor for Percentage of Tractor-Trailer Trucks

% of Tractor-Trailer Trucks on Minor-Street Approach	Adjustment Factor	
	D less than 70 feet	D of 70 feet or more
0% to 2.5%	0.50	0.50
2.6% to 7.5%	0.75	0.75
7.6% to 12.5%	1.00	1.00
12.6% to 17.5%	2.30	1.15
17.6% to 22.5%	2.70	1.35
22.6% to 27.5%	3.28	1.64
More than 27.5%	4.18	2.09

Input the major and minor street volumes before adjustment factors are applied

1 Approach Lane		

D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

1 Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

Input D and the major and minor street volumes before adjustment factors are applied

2 or more Approach Lanes		

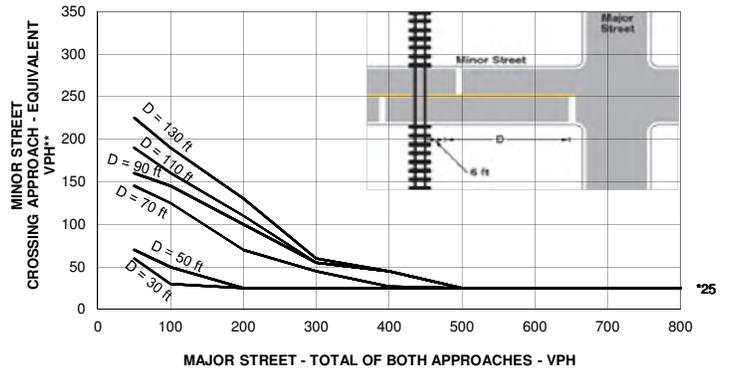
D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

2+ Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

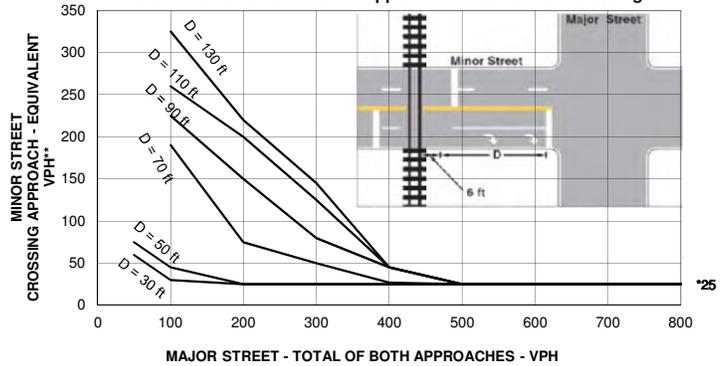
FIGURE 4C-9: Criteria for 1 Approach Lane at the Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

FIGURE 4C-10: Criteria for 2+ Approach Lanes at Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 8, 2017**

Major Street: **SR 915/NE 6th Ave**
 Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
 Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

CONCLUSIONS

Remarks: **Study intersection satisfies 0 of the minimum warrants for traffic signal control.**

WARRANTS SATISFIED:

<input type="checkbox"/> Warrant 1	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 2	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 3	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 4	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 5	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 6	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 7	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 8	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 9	<input checked="" type="checkbox"/> Not Applicable

SIGNAL WARRANT ANALYSIS

Introduction

- The Signal Warrant Analysis Spreadsheets are a tool for assisting traffic engineers when evaluating the need for a traffic signal installation
- The filled spreadsheets can be used as part of the supporting documents for the signal warrant evaluation

Note: This templates are a useful resource, but it remains necessary to apply engineering judgment and to consider specific environmental, traffic, geometric, and operational conditions

Instructions

Fill in "Orange" areas only

Automated cells based on in Input Data in "orange" cells

General Information

Fill in below the general information including:

District, County (drop-down menu)

City, Engineer, Date

Major and Minor Street with corresponding number of lanes and speed limits

Enter Eight Hour Volumes

Any 8 hours of an average day. Major-street and minor-street volumes shall be for the same 8 hours; however, the 8 hours satisfied in Condition A shall **not** be required to be the same 8 hours satisfied in Condition B **for 80% columns only**. On the minor street, the higher volume shall not be required to be on the same approach during each of the 8 hours.

Enter Four Hour Volumes

Any 4 hours of an average day. Vehicles per hour on the major street (total of both approaches) and the corresponding vehicles per hour on the higher-volume minor-street approach (one direction only, not required to be on the same approach during each of the 4 hours)

Enter Pedestrian Volumes (4-hr)

Pedestrians per hour crossing the major street (total of all crossings)

Enter Peak Hour Volumes

Vehicular: Any four consecutive 15-minute periods of an average day

Pedestrian: Any four consecutive 15-minute periods of an average day representing the vehicles per hour on the major street (total of both approaches) and the corresponding pedestrians per hour crossing the major street (total of all crossings)

Input Data

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave**
 Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
 # Lanes: **1** Minor Approach Speed: **25**

Eight Hour Volumes (Condition A)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	970	139
8:00 AM	1022	77
9:00 AM	740	44
2:00 PM	745	82
3:00 PM	942	46
4:00 PM	1008	61
5:00 PM	1170	79
6:00 PM	1046	43

Eight Hour Volumes (Condition B)		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	970	139
8:00 AM	1022	77
9:00 AM	740	44
2:00 PM	745	82
3:00 PM	942	46
4:00 PM	1008	61
5:00 PM	1170	79
6:00 PM	1046	43

Highest Four Hour Vehicular Volumes		
Hours	Major Street (total of both approaches)	Minor Street (one direction only)
7:00 AM	970	139
8:00 AM	1022	77
4:00 PM	1008	61
5:00 PM	1170	79

Highest Four Hour Pedestrian Volumes		
Hours	Major Street (total of both approaches)	Pedestrian Crossings on Major Street
7:00 AM	970	0
8:00 AM	1022	0
4:00 PM	1008	0
5:00 PM	1170	1

Vehicular Peak Hour Volumes			
Peak Hour	Major Street (total of both approaches)	Minor Street (one direction only)	Total Entering Volume
5:00 PM	1170	79	1249

Pedestrian Peak Hour Volumes		
Peak Hour	Major Street (total of both approaches)	Pedestrian Crossing Volumes on Major Street
5:00 PM	1170	1

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
County: 87 – Miami Dade
District: Six

Engineer: RS&H
Date: November 9, 2017

Major Street: SR 915/NE 6th Ave Lanes: 2 Major Approach Speed: 30
Minor Street: NE 119th St Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 or 2 above is answered "Yes" 70% 100%

WARRANT 1 - EIGHT-HOUR VEHICULAR VOLUME

Warrant 1 is satisfied if Condition A or Condition B is "100%" satisfied for eight hours.

Warrant 1 is also satisfied if both Condition A and Condition B are "80%" satisfied (should only be applied after an adequate trial of other alternatives that could cause less delay and inconvenience to traffic has failed to solve the traffic problems).

Condition A - Minimum Vehicular Volume

Condition A is intended for application at locations where a large volume of intersecting traffic is the principal reason to consider installing a traffic control signal.

- 100% Satisfied: Yes No
- 80% Satisfied: Yes No
- 70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	500	400	350	150	120	105
2 or more	1	600	480	420	150	120	105
2 or more	2 or more	600	480	420	200	160	140
1	2 or more	500	400	350	200	160	140

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Street	Eight Highest Hours							
	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	970	1,022	740	745	942	1,008	1,170	1,046
Minor	139	77	44	82	46	61	79	43

Existing Volumes

State of Florida Department of Transportation
TRAFFIC SIGNAL WARRANT SUMMARY

Condition B - Interruption of Continuous Traffic

Condition B is intended for application where Condition A is not satisfied and the traffic volume on a major street is so heavy that traffic on the minor intersecting street suffers excessive delay or conflict in entering or crossing the major street.

Applicable: Yes No

100% Satisfied: Yes No

80% Satisfied: Yes No

70% Satisfied: Yes No

Number of Lanes for moving traffic on each approach		Vehicles per hour on major-street (total of both approaches)			Vehicles per hour on minor-street (one direction only)		
Major	Minor	100% ^a	80% ^b	70% ^c	100% ^a	80% ^b	70% ^c
1	1	750	600	525	75	60	53
2 or more	1	900	720	630	75	60	53
2 or more	2 or more	900	720	630	100	80	70
1	2 or more	750	600	525	100	80	70

^a Basic Minimum hourly volume

^b Used for combination of Conditions A and B after adequate trial of other remedial measures

^c May be used when the major-street speed exceeds 40 mph or in an isolated community with a population of less than 10,000

Record 8 highest hours and the corresponding major-street and minor-street volumes in the Instructions Sheet.

Eight Highest Hours								
Street	7:00 AM	8:00 AM	9:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	6:00 PM
Major	970	1,022	740	745	942	1,008	1,170	1,046
Minor	139	77	44	82	46	61	79	43

Existing Volumes

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 - Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" Yes No

WARRANT 2 - FOUR-HOUR VEHICULAR VOLUME

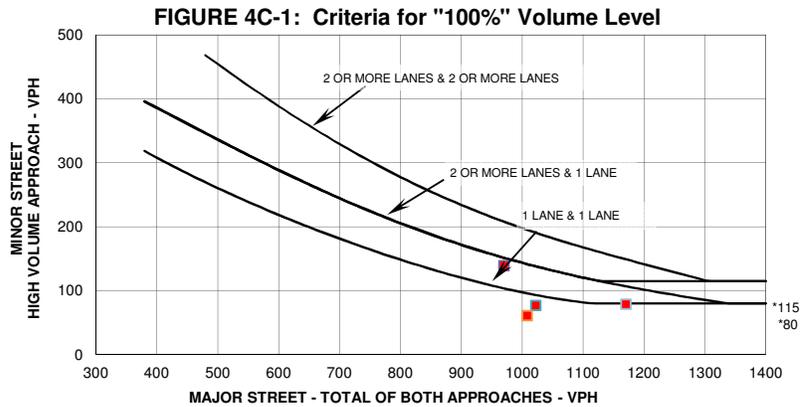
If all four points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

100% Volume Level

Four Highest Hours	Volumes	
	Major Street	Minor Street
7:00 AM	970	139
8:00 AM	1022	77
4:00 PM	1008	61
5:00 PM	1170	79

Plot four volume combinations on the applicable figure below.



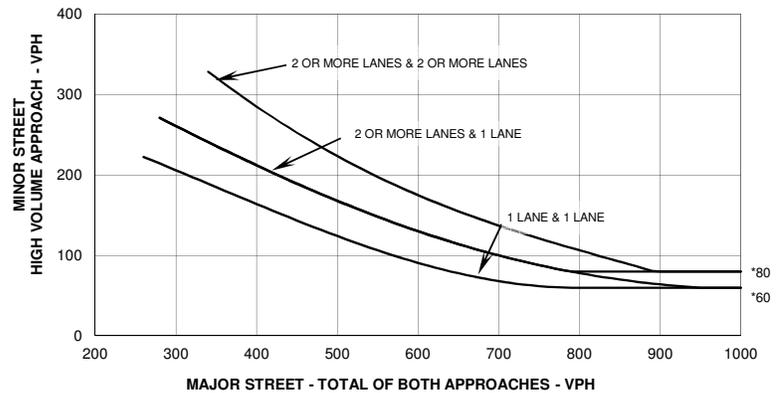
* Note: 115 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 80 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

70% Volume Level

Four Highest Hours	Volumes	
	Major Street	Minor Street

Figure 4C-2: Criteria for "70%" Volume Level

(Community Less than 10,000 population or above 70 km/hr (40 mph) on Major Street)



* Note: 80 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 60 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

- Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 - Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 3 - PEAK HOUR

If all three criteria are fulfilled **or** the plotted point lies above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Unusual condition justifying use of warrant:

Land uses do not comply with Section 4C of MUTCD

Record hour when criteria are fulfilled and the corresponding delay or volume in boxes provided.

Peak Hour 100% Volume		
Time	Major Vol.	Minor Vol.
5:00 PM	1170	79

Peak Hour 70% Volume		
Time	Major Vol.	Minor Vol.

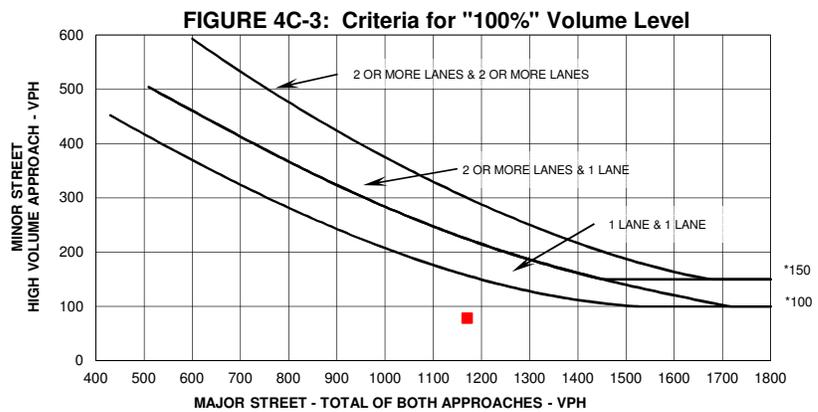
Criteria

1. Delay on Minor Approach *(vehicle-hours)		
Approach Lanes	1	2
Delay Criteria*	4.0	5.0
Delay*	0.4	
Fulfilled?:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

2. Volume on Minor Approach One-Direction *(vehicles per hour)		
Approach Lanes	1	2
Volume Criteria*	100	150
Volume*	139	
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

3. Total Intersection Entering Volume *(vehicles per hour)		
No. of Approaches	3	4
Volume Criteria*	650	800
Volume*		1,143
Fulfilled?:	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No

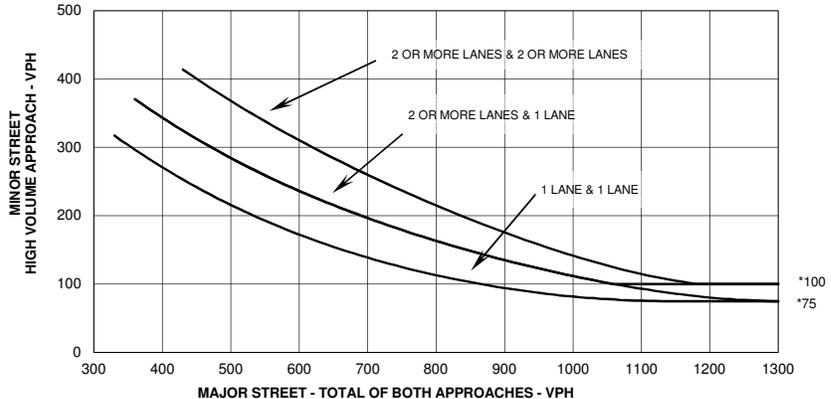
Plot volume combination on the applicable figure below.



* Note: 150 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 100 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

Figure 4C-4: Criteria for "70%" Volume Level

(Community Less than 10,000 population or above 70 km/hr (40 mph) on Major Street)



* Note: 100 vph applies as the lower threshold volume for a minor street approach with two or more lanes and 75 vph applies as the lower threshold volume threshold for a minor street approach with one lane.

State of Florida Department of Transportation
TRAFFIC SIGNAL WARRANT SUMMARY

Form 750-020-01
TRAFFIC ENGINEERING
10/15

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Volume Level Criteria

1. Is the posted speed or 85th-percentile of major street > 40 mph (70 km/h)? Yes No
 2. Is the intersection in a built-up area of an isolated community with a population < 10,000? Yes No
- "70%" volume level **may** be used if Question 1 **or** 2 above is answered "Yes" 70% 100%

WARRANT 4 - PEDESTRIAN VOLUME

For each of any 4 hours of an average day, the plotted points lie above the appropriate line, then the warrant is satisfied.

Applicable: Yes No
Satisfied: Yes No

Plot four volume combinations on the applicable figure below.

100% Volume Level

Four Highest Hours	Volumes	
	Major Street	Pedestrian Total
7:00 AM	970	
8:00 AM	1022	
4:00 PM	1008	
4:00 PM	1170	1

Figure 4C-5. Criteria for "100%" Volume Level

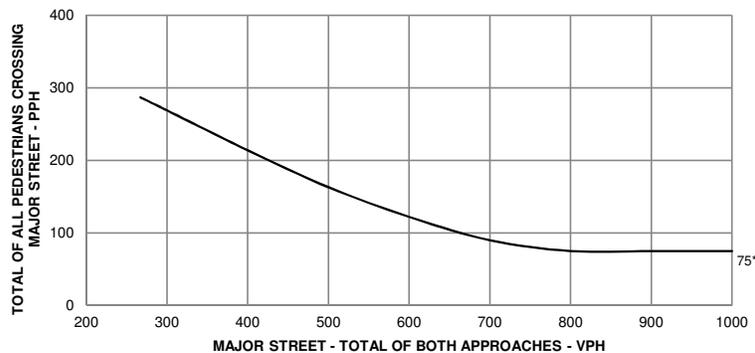


* Note: 107 pph applies as the lower threshold volume

70% Volume Level

Four Highest Hours	Volumes	
	Major Street	Pedestrian Total

Figure 4C-6 Criteria for "70%" Volume Level



* Note: 75 pph applies as the lower threshold volume

WARRANT 4 - PEDESTRIAN VOLUME

For 1 hour (any four consecutive 15-minute periods) of an average day, the plotted point falls above the appropriate line, then the warrant is satisfied.

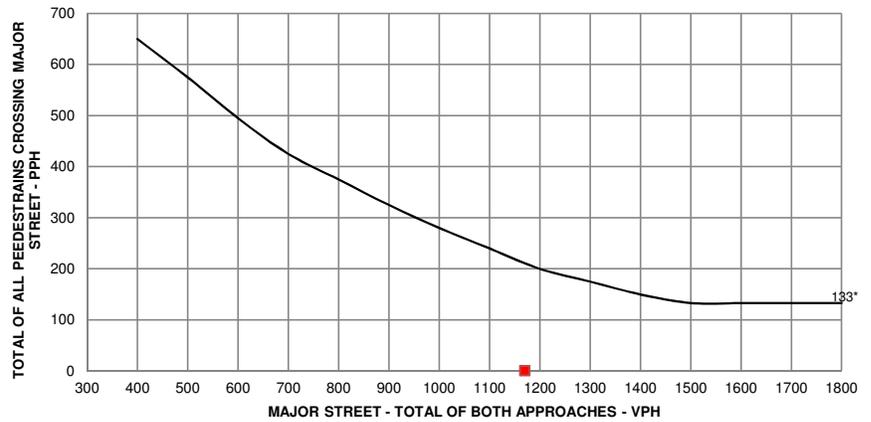
Applicable: Yes No
 Satisfied: Yes No

Plot one volume combination on the applicable figure below.

100% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total
5:00 PM	1170	1

Figure 4C-7. Criteria for "100%" Volume Level - Peak Hour

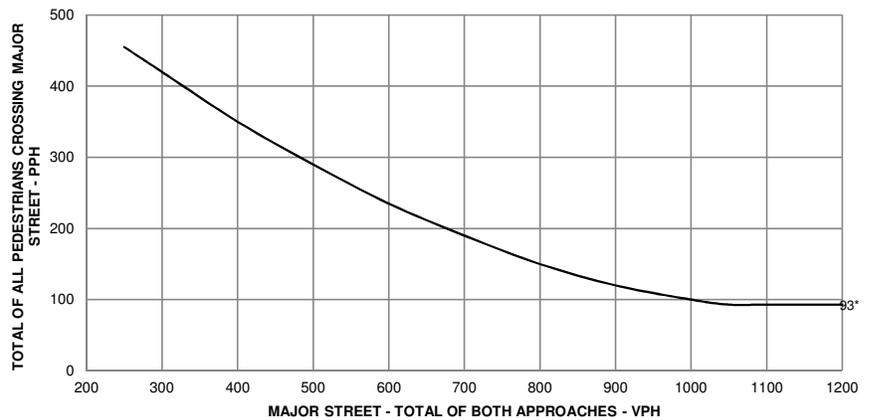


* Note: 133 pph applies as the lower threshold volume

70% Volume Level

Peak Hour	Volumes	
	Major Street	Pedestrian Total

Figure 4C-8 Criteria for "70%" Volume Level - Peak Hour



* Note: 93 pph applies as the lower threshold volume

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 5 - SCHOOL CROSSING

Record hours where criteria are fulfilled and the corresponding volume or gap frequency in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No

Satisfied: Yes No

Criteria				Fulfilled?	
				Yes	No
1.	There are a minimum of 20 students crossing the major street during the highest crossing hour.	Students: 0	Hour:		No
2.	There are fewer adequate gaps in the major street traffic stream during the period when the children are using the established school crossing than the number of minutes in the same period.	Minutes:	Gaps:		No
3.	The nearest traffic signal along the major street is located more than 300 ft. (90 m) away, or the nearest signal is within 300 ft. (90 m) but the proposed traffic signal will not restrict the progressive movement of traffic.			Yes	

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave** Lanes: **2** Major Approach Speed: **30**
 Minor Street: **NE 119th St** Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 6 - COORDINATED SIGNAL SYSTEM

Indicate if the criteria are fulfilled in the boxes provided. The warrant is satisfied if either criterion is fulfilled. This warrant should not be applied when the resulting signal spacing would be less than 300 m (1,000 ft.).

Applicable: Yes No

Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. On a one-way street or a street that has traffic predominately in one direction, the adjacent signals are so far apart that they do not provide the necessary degree of vehicle platooning.		
2. On a two-way street, adjacent signals do not provide the necessary degree of platooning, and the proposed and adjacent signals will collectively provide a progressive operation.		No

TRAFFIC SIGNAL WARRANT SUMMARY

City: Miami
 County: 87 – Miami Dade
 District: Six

Engineer: RS&H
 Date: November 9, 2017

Major Street: SR 915/NE 6th Ave
 Minor Street: NE 119th St

Lanes: 2 Major Approach Speed: 30
 Lanes: 1 Minor Approach Speed: 25

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 7 - CRASH EXPERIENCE

Record hours where criteria are fulfilled, the corresponding volume, and other information in the boxes provided. The warrant is satisfied if all three of the criteria are fulfilled.

Applicable: Yes No
 Satisfied: Yes No

Criteria		Hour								Volume		Met?		Fulfilled?	
										Major	Minor	Yes	No	Yes	No
1. One of the warrants to the right is met.	Warrant 1, Condition A (80% satisfied)	N	N	N	N	N	N	N	N	480	120		N		No
	Warrant 1, Condition B (80% satisfied)	N	N	N	N	N	N	N	N	720	60		N		
	Warrant 4, Pedestrian Volume at 80% of volume requirements: # ped/hr for four (4) hours or # ped/hr for one (1) hour.												N		
2. Adequate trial of other remedial measure has failed to reduce crash frequency.	Measure tried:	None													No
3. Five or more reported crashes, of types susceptible to correction by signal, have occurred within a 12-month period.	Observed Crash Types:									Number of crashes per 12 months:		0			No

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

WARRANT 8 - ROADWAY NETWORK

Record hours where criteria are fulfilled, and the corresponding volume or other information in the boxes provided. The warrant is satisfied if at least one of the criteria is fulfilled and if all intersecting routes have one or more of the Major Route characteristics listed.

Applicable: Yes No

Satisfied: Yes No

Criteria						Met?		Fulfilled?	
						Yes	No	Yes	No
1. Both of the criteria to the right are met.	a. Total entering volume of at least 1,000 veh/hr during a typical weekday peak hour.			Entering Volume: 1,130		yes	no	no	
	b. Five-year projected volumes that satisfy one or more of Warrants 1, 2, or 3.			Warrant:	1	2	3		no
				Satisfied?:	no	no	no		
2. Total entering volume at least 1,000 veh/hr for each of any 5 hrs of a non-normal business day (Sat. or Sun.)	11:00 AM	2:00 PM	3:00 PM	4:00 PM	5:00 PM	← Hour		No	
						← Volume			

Characteristics of Major Routes				Met?		Fulfilled?	
				Yes	No	Yes	No
1. Part of the street or highway system that serves as the principal roadway network for through traffic flow.	Major Street:			Yes	no	No	
	Minor Street:			no	n		
2. Rural or suburban highway outside of, entering, or traversing a city.	Major Street:			yes	no		
	Minor Street:			no	n		
3. Appears as a major route on an official plan.	Major Street:			Yes	no		
	Minor Street:			no	n		

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
County: **87 – Miami Dade**
District: **Six**

Engineer: **RS&H**
Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave**
Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

Approach Lane Criteria

1. How many approach lanes are there at the track crossing?

1 2 or more
 Fig 4C-9 Fig 4C-10

If there is 1 lane, use Figure 4C-9 and if there are 2 or more, use Figure 4C-10.

WARRANT 9 - INTERSECTION NEAR A GRADE CROSSING

This signal warrant should be applied only after adequate consideration has been given to other alternatives or after a trial of an alternative has failed to alleviate the safety concerns associated with the grade crossing.

Indicate if both criteria are fulfilled in the boxes provided. The warrant is satisfied if both criteria are met.

Applicable: Yes No
Satisfied: Yes No

Criteria	Fulfilled?	
	Yes	No
1. A grade crossing exists on an approach controlled by a STOP or YIELD sign and the center of the track nearest to the intersection is within 140 feet of the stop line or yield line on the approach; and	<input type="checkbox"/>	<input checked="" type="checkbox"/>
2. During the highest traffic volume hour during which the rail uses the crossing, the plotted point falls above the applicable curve for the existing combination of approach lanes over the track and the distance D (clear storage distance).	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Use the following tables (4C-2, 4C-3, and 4C-4 to appropriately adjust the minor-street approach volume).

Inputs

Occurrences of Rail traffic per day
% of High Occupancy Buses on Minor-Street Approach
Enter D (feet)
% of Tractor-Trailer Trucks on Minor-Street Approach

Adjustment Factors from Tables

1.00

0.50

Table 4C-2. Adjustment Factor for Daily Frequency of Rail Traffic

Rail Traffic per Day	Adjustment Factor
1	0.67
2	0.91
3 to 5	1.00
6 to 8	1.18
9 to 11	1.25
12 or more	1.33

Table 4C-3. Adjustment Factor for Percentage of High-Occupancy Buses

% of High-Occupancy Buses* on Minor Street Approach	Adjustment Factor
0%	1.00
2%	1.09
4%	1.19
6% or more	1.32

* A high-occupancy bus is defined as a bus occupied by at least 20 people

Table 4C-4. Adjustment Factor for Percentage of Tractor-Trailer Trucks

% of Tractor-Trailer Trucks on Minor-Street Approach	Adjustment Factor	
	D less than 70 feet	D of 70 feet or more
0% to 2.5%	0.50	0.50
2.6% to 7.5%	0.75	0.75
7.6% to 12.5%	1.00	1.00
12.6% to 17.5%	2.30	1.15
17.6% to 22.5%	2.70	1.35
22.6% to 27.5%	3.28	1.64
More than 27.5%	4.18	2.09

Input the major and minor street volumes before adjustment factors are applied

1 Approach Lane		

D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

1 Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

Input D and the major and minor street volumes before adjustment factors are applied

2 or more Approach Lanes		

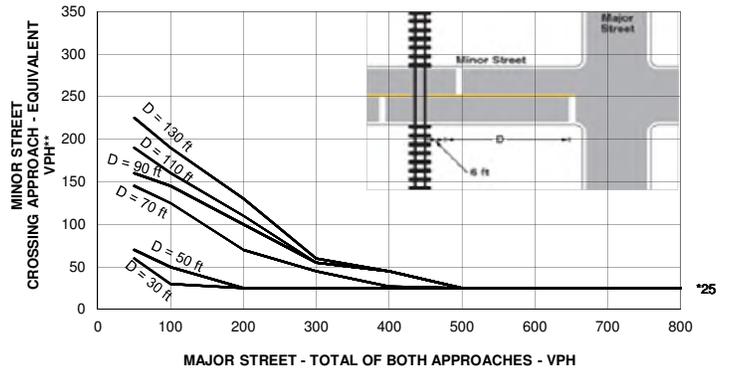
D (ft) Major Vol. Minor Vol.

After adjustment factors are applied

2+ Approach Lane w/Factors		

D (ft) Major Vol. Minor Vol.

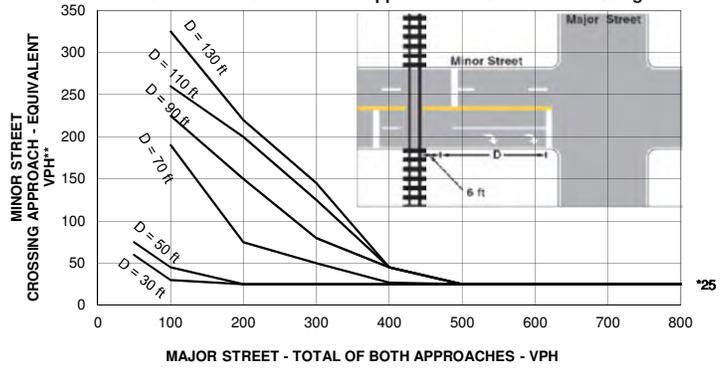
FIGURE 4C-9: Criteria for 1 Approach Lane at the Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

FIGURE 4C-10: Criteria for 2+ Approach Lanes at Track Crossing



* Note: 25 vph applies as the lower threshold volume

* *Note: VPH after applying the adjustment factors in Tables 4C-2, 4C, and or 4C-4, if appropriate

TRAFFIC SIGNAL WARRANT SUMMARY

City: **Miami**
 County: **87 – Miami Dade**
 District: **Six**

Engineer: **RS&H**
 Date: **November 9, 2017**

Major Street: **SR 915/NE 6th Ave**
 Minor Street: **NE 119th St**

Lanes: **2** Major Approach Speed: **30**
 Lanes: **1** Minor Approach Speed: **25**

MUTCD Electronic Reference to Chapter 4: <http://mutcd.fhwa.dot.gov/pdfs/2009r1r2/part4.pdf>

CONCLUSIONS

Remarks: **Study intersection satisfies 0 of the minimum warrants for traffic signal control.**

WARRANTS SATISFIED:

<input type="checkbox"/> Warrant 1	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 2	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 3	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 4	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 5	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 6	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 7	<input type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 8	<input checked="" type="checkbox"/> Not Applicable
<input type="checkbox"/> Warrant 9	<input checked="" type="checkbox"/> Not Applicable

Appendix H:

Volume Calculations for Signal Warrant
Analysis

Volume Calculations for Signal Warrant Analysis

	Raw Machine Counts ¹															
	Nov 7				Nov 8				Nov 9				3-Day Average			
	EB	WB	SB	NB	EB	WB	SB	NB	EB	WB	SB	NB	EB	WB	SB	NB
7:00 AM	34	125	601	235	25	106	595	247	34	139	687	283	31	123	628	255
8:00 AM	42	86	625	431	42	105	615	428	38	77	594	428	41	89	611	429
9:00 AM	33	43	470	373	36	44	426	411	31	44	436	304	33	44	444	363
2:00 PM	43	71	364	342	43	69	373	344	40	82	404	341	42	74	380	342
3:00 PM	38	61	342	515	42	58	393	545	41	46	416	526	40	55	384	529
4:00 PM	56	75	389	584	45	72	418	572	45	61	417	591	49	69	408	582
5:00 PM	36	67	410	687	46	57	468	670	52	79	485	685	45	68	454	681
6:00 PM	39	36	330	720	40	35	415	767	43	41	417	629	41	37	387	705

	Traffic Volumes for SWA					
	WB Approach (minor street)	NB + SB Approach (major street)	WB Approach (minor street)	NB + SB Approach (major street)	WB Approach (minor street)	NB + SB Approach (major street)
7:00 AM	125	836	106	842	139	970
8:00 AM	86	1056	105	1043	77	1022
9:00 AM	43	843	44	837	44	740
2:00 PM	71	706	69	717	82	745
3:00 PM	61	857	58	938	46	942
4:00 PM	75	973	72	990	61	1008
5:00 PM	67	1097	57	1138	79	1170
6:00 PM	39	1050	40	1182	43	1046

Notes 1: 1) Raw machine counts collected on all approaches to the intersection from November 7 to November 9, 2017.

F. Pedestrian Safety Study (June 2014)

TWO 19 – Pedestrian Safety Study

**SR 915 (NE 6th Avenue) at NE
119th Street and NE 115th Street**
Biscayne Park, Miami-Dade County



Florida Department of Transportation
District VI

June 2014

TWO 19 – Pedestrian Safety Study

SR 915 (NE 6th Avenue) at NE 119th Street
and NE 115th Street

Biscayne Park, Miami-Dade County

Prepared For:
Florida Department of Transportation
District VI

District-Wide Traffic Operations & Safety Studies

Contract: C9438
FM No: 250662-3-32-01
County: District-Wide

FDOT Project Manager: Misleidys Leon, PE
June 25, 2014

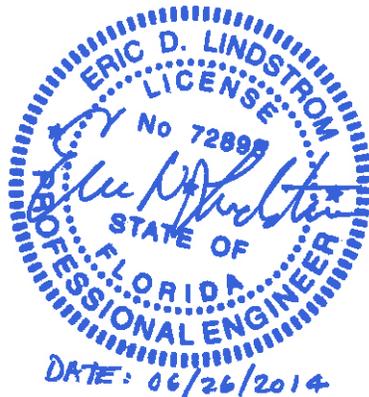


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1. EXECUTIVE SUMMARY

This report outlines the results of a safety evaluation for the unsignalized intersections along SR 915/NE 6th Avenue at NE 119th Street and NE 115th Street and recommendations of any pedestrian safety improvements. The report includes an evaluation of the existing conditions and historical crash rates. An overview of pedestrian collisions is discussed to highlight the need for intersection improvements.

The pedestrian safety study was conducted in response to a request for construction of crosswalks at the study intersections. The requests were made by the Village of Biscayne Park with a desire to provide safer pedestrian access across SR 915/NE 6th Avenue from the west side of the Village to the east side of the Village, and vice versa in anticipation of increased pedestrian activity as a result of future improvements at Griffing Park, located on the southwest quadrant of the SR 915/NE 6th Avenue and NE 115th Street intersection

Both study locations are two way stop-controlled intersections along a median divided 4-lane major roadway with a median divided 2-lane side street. At NE 119th Street, a total of 5 and 2 pedestrians were observed crossing SR 915/NE 6th Avenue in the AM and PM peak hours respectively. At NE 115th Street, a total of 1 and 6 pedestrians were observed crossing SR 915/NE 6th Avenue in the AM and PM peak hours respectively. Below are a few historical crash trends observed at the study intersections:

- NE 115th Street
 - Five total crashes were reported in the three year study period:
 - One head on;
 - One angle;
 - One fixed object; and
 - Two "Other" crashes.
 - No pedestrian or bicycle crashes occurred.
 - One injury crash was reported.
 - One crash occurred in dark conditions.
- NE 119th Street
 - Two total crashes were reported in the three year study period (both coded as "Other")
 - No pedestrian or bicycle crashes occurred.
 - One injury crash was reported.
 - One crash occurred in dark conditions.

In order to determine if a crosswalk is warranted along SR 915/NE 6th Avenue at NE 115th Street and NE 119th Street, Section 3.8 of the FDOT Traffic Engineering Manual (TEM) was reviewed. All criteria under Section 3.8.5(3) Minimum Levels of Pedestrian Demand were not met. Field review observations did not conclude in any well-defined spatial pattern of pedestrian generators or a well-defined pattern of existing crossings. Pedestrian counts conducted on March 19, 2014 during the AM and PM peak hours from 7:00 to 9:00 AM and 4:00 to 6:00 PM did not result in sufficient pedestrian crossing demand to meet the minimum demand thresholds under criteria (b) of Section 3.8.5(3). Therefore, a pedestrian crossing is not recommended at either study intersections based on existing demand.

Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. In summary:

- No well-defined pedestrian generators or attractors, or pattern of existing pedestrian crossings was observed;
- Pedestrian crossing volumes did not meet the minimum levels of pedestrian demand.
- No pedestrian or bicycle crashes occurred at the study intersections.
- The lack of sidewalks in the study area would make implementation of a mid-block crossing difficult.

Once improvements are made which may increase pedestrian traffic to Griffing Park, the following recommendations should be considered:

- Revisit these locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM.
- Further coordination should take place to possibly construct sidewalks along SR 915 and along the east/west minor streets.

2. INTRODUCTION

A request from the Village of Biscayne Park was made to the FDOT District 6, to identify and implement pedestrian improvements along SR 915/NE 6th Avenue. A safety study was conducted at the intersections of SR 915/NE 6th Avenue/NE 119th Street and SR 915/NE 6th Avenue/NE 115th Street in the Village of Biscayne Park in Miami-Dade County, Florida. The proposed study limits along SR 915/NE 6th Avenue are from milepost 1.661 to 1.741 and 1.938 to 2.018 and, which covers a distance of approximately 200 feet north and south of both study intersections. **Figure 1** illustrates the relative location of the study area to major roadways in the area. Satellite imagery of both study locations can be found in **Figure 2**. A straight line diagram of SR 915/NE 6th Avenue is provided in **Appendix A**.

The purpose of this study is to investigate and document the existing conditions of pedestrian movements at the intersections and to provide recommendations regarding the need for pedestrian crossings. Requests were made by the Village of Biscayne Park for the construction of new crosswalks across SR 915/NE 6th Avenue at NE 115th Street and NE 119th Street to facilitate safe pedestrian access from the west side of the Village to the east side of the Village, and vice versa. Also, attractions are planned at Griffing Park (located on the southwest corner of NE 115th Street) which would possibly encourage more pedestrian activity in the area. Currently, there are no pedestrian facilities to help cross SR 915/NE 6th Avenue at the study locations.

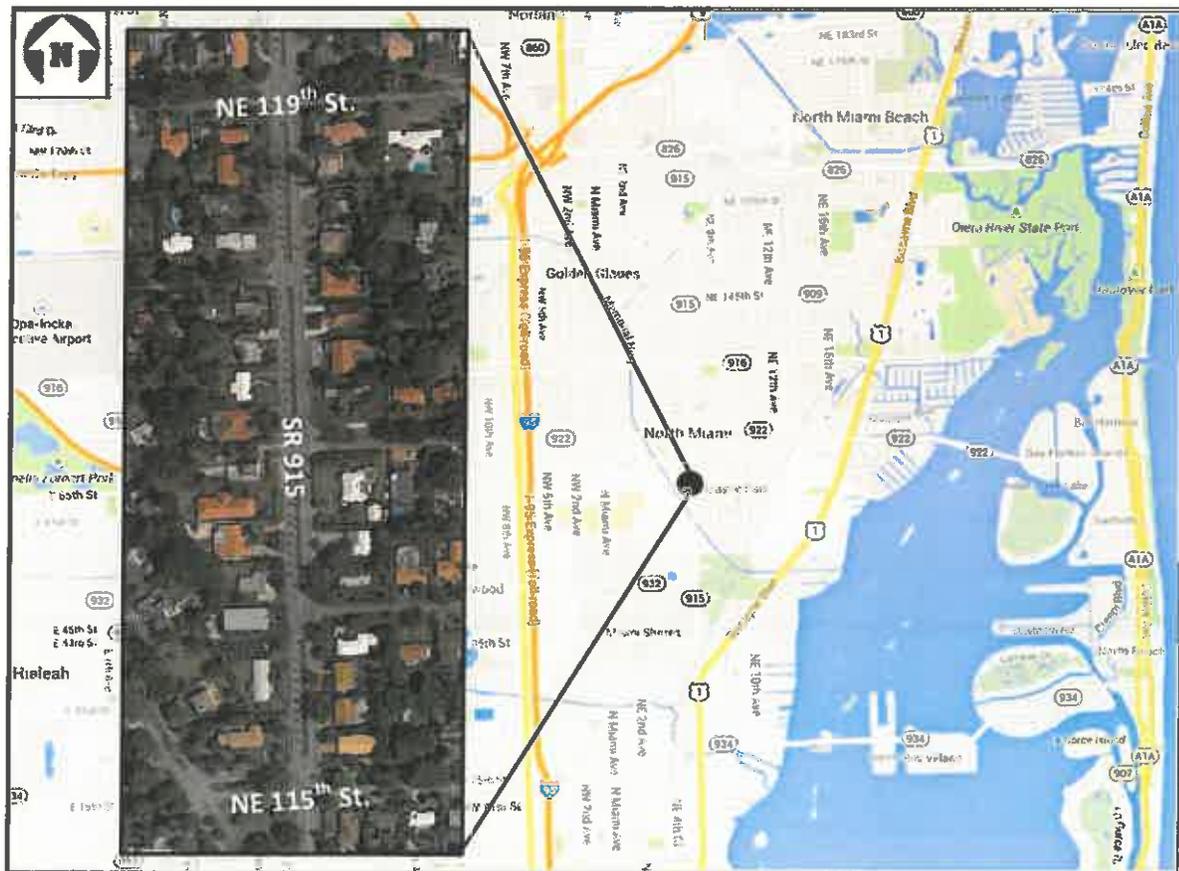


Figure 1 Site Vicinity Map



Figure 2 Study intersections NE 119th Street (left) and NE 115th Street (right)

3. EXISTING CONDITIONS

The existing conditions analysis identified site conditions and current geometric characteristics of the NE 119th Street and NE 115th Street intersections. Field reviews were conducted on March 12, 2014 to document day and evening conditions and to observe pedestrian activity at the intersections. Table 1 provides a summary of the roadway characteristics for SR 915/NE 6th Avenue at the NE 119th Street and NE 115th Street intersections.

Table 1 Summary of Intersection Characteristics

Characteristic	Intersection Values
Segment Limits:	Milepost 1.661 to 1.741 and 1.938 to 2.018
Study Intersection Length:	0.080 miles (each intersection)
Area Type:	Residential
Segment Cross-section:	4-lane roadway separated by median, except on the south leg of NE 115 th Street where it becomes a 4-lane undivided roadway
Posted Speed Limit:	30 miles per hour (mph) on SR 915, 25 mph on NE 115 th St. and NE 119 th St.
Average Annual Daily Traffic:	15,600 vehicles/day on SR 915
Functional Classification:	Urban Minor Arterial
Access Classification:	5
Pedestrian Facilities:	None, except for 5-foot sidewalks on northwest quadrant of SR 915 and NE 115 th St.
Bicycle Facilities:	None
Transit Service/Facilities:	Miami-Dade Transit route 16 travels along SR 915; benches are provided at some stops
Lighting:	Pedestrian scale street lamps
Drainage:	Crowned road; no shoulder or median curb and gutters
Parking:	No on-street parking along SR 915

3.1 Project Background

The pedestrian safety study was conducted in response to a request for construction of crosswalks at the study intersections. The requests were made by the Village of Biscayne Park with a desire to provide safer pedestrian access across SR 915/NE 6th Avenue from the west side of the Village to the east side of the Village, and vice versa in anticipation of increased pedestrian activity as a result of future improvements at Griffing Park. Griffing Park is located on the southwest quadrant of the SR 915/NE 6th Avenue and NE 115th Street intersection. The land uses along SR 915/NE 6th Avenue are primarily residential housing with private driveways. Between the study intersections, there are 3 bus stops served by the Miami-Dade Transit bus route 16 with approximately 20 minute headways. Transit route information is provided in **Appendix B**. There is no on-street parking along SR 915/NE 6th Avenue.

3.2 Roadway Geometry

SR 915/NE 6th Avenue is a four lane urban minor arterial with two 11-foot travel lanes on both directions divided by a 10-foot lawn median. South of NE 115th Street, SR 915/NE 6th Avenue becomes an undivided facility with two 11-foot travel lanes in each direction. The posted speed limit along SR 915/NE 6th Avenue is 30 miles per hour (mph) but field reviews observed vehicular travel speeds along SR 915/NE 6th Avenue to be between 30 and 40 mph.

Both of the study intersections are two-way stop controlled for the sidestreet (NE 115th St. and NE 119th St.). NE 115th Street and NE 119th Street have one 12 foot travel lane in each direction separated by an approximately 16 foot wide lawn median. The posted speed limit on both of these roadways is 25 mph.

3.3 Pedestrian Facilities

Currently, there are no crosswalks at either study intersection. With the exception of a 5-foot sidewalk on the northwestern quadrant of SR 915/NE 6th Avenue and NE 115th Street, there are no sidewalks at either study intersection or along SR 915/NE 6th Avenue within the study area. In the northbound direction of SR 915/NE 6th Avenue, there are bus stops approximately 80 feet north of NE 115th Street and 40 feet south of NE 117th Street. In the southbound direction, there is a bus stop approximately 80 feet south of NE 119th Street. There are no bicycle lanes at the study intersections.

3.4 Pedestrian Activities

During the morning and evening field review of SR 915/NE 6th Avenue at the NE 119th Street and NE 115th Street intersections, very few pedestrians were observed crossing SR 915/NE 6th Avenue. Pedestrian counts were taken at the study intersections on March 19, 2014 in order to quantify the number of persons passing through the intersections during the AM and PM peak hours, 7:00 to 9:00 AM and 4:00 to 6:00 PM.

Table 2 is a summary of the pedestrian counts at the intersection. The raw pedestrian counts are provided in **Appendix C**.

Table 2 Summary of Pedestrian Counts

Crosswalk	Pedestrian/Bicycle Volume (Total # of Pedestrians/Cyclists)			
	SR 915 & NE 119th Street*		SR 915 & NE 115th Street*	
	AM (7:00-9:00)	PM (4:00-6:00)	AM (7:00-9:00)	PM (4:00-6:00)
West Leg	1	3	3	5
East Leg	1	1	2	4
South Leg	2	1	0	3
North Leg	4	1	1	4
Totals	8	6	6	16

* Note: There are no crosswalks at the study intersections

In addition to the total number of pedestrians/bicyclists reported in **Table 2**, group data was also collected and is summarized below:

- Two two-person pedestrian groups at NE 115th Street; and
- Three two-person bicycle groups at NE 115th Street.

Figure 3 and **Figure 4** show the transit facilities observed during the field review.



Figure 3 Bus stop for Miami Dade Transit Route 16



Figure 4 Benches provided at bus stop

4. CRASH ANALYSIS

The most current three years of crash data (2010 to 2012) was obtained from FDOT Crash Analysis Reporting System (CAR) and reviewed. The review included an evaluation of crash trends and pedestrian/bicycle related crashes, which were summarized in detail, if any occurred.

4.1 Historical Crash Trends

The crash data for the NE 115th Street intersection is summarized in **Table 3**. The crash history was reviewed to determine if patterns or trends can be identified that indicate opportunities to reduce pedestrian and bicyclist crash frequency or severity. The primary trends observed are:

- Five total crashes were reported in the three year study period:
 - One head on;
 - One angle;
 - One fixed object; and
 - Two “Other” crashes.
- No pedestrian or bicycle crashes occurred.
- One injury crash was reported.
- One crash occurred in dark conditions.

Figure 5 illustrates the crash trends for the study location. **Appendix D** contains the original crash output file from the CAR system for the intersection.

The crash data for the NE 119th Street intersection is summarized in **Table 4**. The crash history was reviewed to determine if patterns or trends can be identified that indicate opportunities to reduce pedestrian and bicyclist crash frequency or severity. The primary trends observed are:

- Two total crashes were reported in the three year study period (both coded as “Other”)
- No pedestrian or bicycle crashes occurred.
- One injury crash was reported.
- One crash occurred in dark conditions.

Figure 6 illustrates the crash trends for the study location. **Appendix D** contains the original crash output file from the CAR system for the intersection.

Table 3 Summary of Crash Data SR 915 at NE 115th St. (2010-2012)

SR 915 at NE 115 th St.		Number of Crashes per Year			3-Year Total Crashes	Mean Crashes Per Year	% of 3-Year Total
		2010	2011	2012			
Crash Type	Rear End	0	0	0	0	0	0.00%
	Head On	0	1	0	1	0.33	20.00%
	Angle	0	1	0	1	0.33	20.00%
	Left Turn	0	0	0	0	0	0.00%
	Right Turn	0	0	0	0	0	0.00%
	Sideswipe	0	0	0	0	0	0.00%
	Backed Into	0	0	0	0	0	0.00%
	Collision w/ Parked Car	0	0	0	0	0	0.00%
	Collision w/ Pedestrian	0	0	0	0	0	0.00%
	Collision w/ Bicycle	0	0	0	0	0	0.00%
	Fixed Object	0	0	1	1	0.33	20.00%
	Ran Off Road	0	0	0	0	0	0.00%
	Overturned	0	0	0	0	0	0.00%
	Other	0	1	1	2	0.67	40.00%
Total Crashes	0	3	2	5	1.67	100.00%	
Severity	PDO Crashes	0	2	2	4	1.33	80.00%
	Fatal Crashes	0	0	0	0	0	0.00%
	Injury Crashes	0	1	0	1	0.33	20.00%
Lighting Conditions	Daylight	0	3	1	4	1.33	80.00%
	Dusk	0	0	0	0	0	0.00%
	Dawn	0	0	0	0	0	0.00%
	Dark	0	0	1	1	0.33	20.00%
	Unknown	0	0	0	0	0	0.00%
Surface Condition	Dry	0	3	0	3	1	60.00%
	Wet	0	0	1	1	0.33	20.00%
	Other	0	0	1	1	0.33	20.00%
Month	January	0	0	0	0	0	0.00%
	February	0	0	0	0	0	0.00%
	March	0	0	1	1	0.33	20.00%
	April	0	0	0	0	0	0.00%
	May	0	0	0	0	0	0.00%
	June	0	0	0	0	0	0.00%
	July	0	1	1	2	0.67	40.00%
	August	0	1	0	1	0.33	20.00%
	September	0	0	0	0	0	0.00%
	October	0	0	0	0	0	0.00%
	November	0	1	0	1	0.33	20.00%
	December	0	0	0	0	0	0.00%
Day of Week	Monday	0	0	0	0	0	0.00%
	Tuesday	0	2	1	3	1	60.00%
	Wednesday	0	0	0	0	0	0.00%
	Thursday	0	1	1	2	0.67	40.00%
	Friday	0	0	0	0	0	0.00%
	Saturday	0	0	0	0	0	0.00%
	Sunday	0	0	0	0	0	0.00%
Time of Day	00:00-06:00	0	0	0	0	0	0.00%
	06:00-09:00	0	0	1	1	0.33	20.00%
	09:00-11:00	0	0	0	0	0	0.00%
	11:00-13:00	0	1	0	1	0.33	20.00%
	13:00-15:00	1	1	0	1	0.33	20.00%
	15:00-18:00	1	1	0	1	0.33	20.00%
	18:00-24:00	0	0	1	1	0.33	20.00%

SR 915 at NE 115th Street

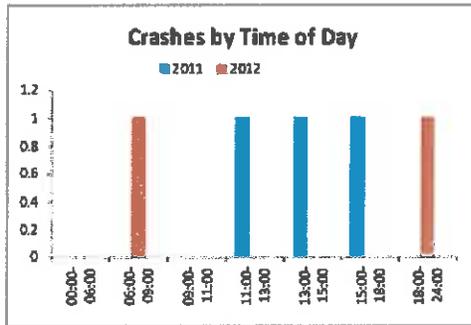
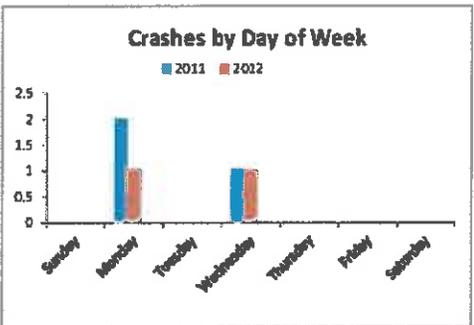
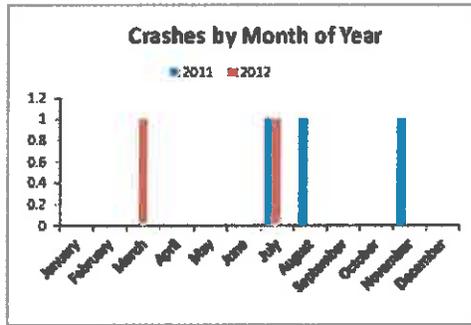
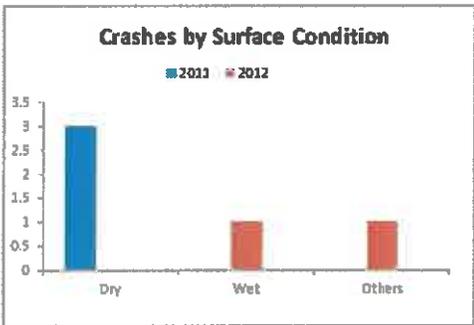
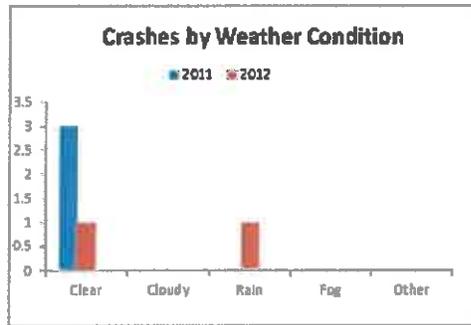
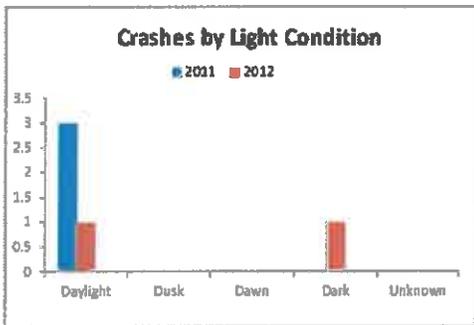
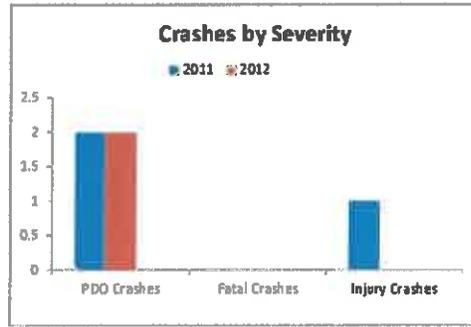
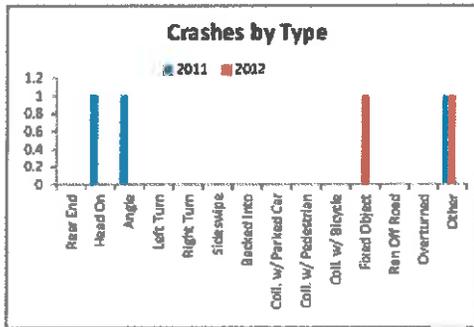


Figure 5 Crash Trends at SR 915 and NE 115th Street

Table 4 Summary of Crash Data SR 915 at NE 119th St. (2010-2012)

SR 915 at NE 115 th St.		Number of Crashes per Year			3-Year Total Crashes	Mean Crashes Per Year	% of 3-Year Total
		2010	2011	2012			
Crash Type	Rear End	0	0	0	0	0.00	0.0%
	Head On	0	0	0	0	0.00	0.0%
	Angle	0	0	0	0	0.00	0.0%
	Left Turn	0	0	0	0	0.00	0.0%
	Right Turn	0	0	0	0	0.00	0.0%
	Sideswipe	0	0	0	0	0.00	0.0%
	Backed into	0	0	0	0	0.00	0.0%
	Collision w/ Parked Car	0	0	0	0	0.00	0.0%
	Collision w/ Pedestrian	0	0	0	0	0.00	0.0%
	Collision w/ Bicycle	0	0	0	0	0.00	0.0%
	Fixed Object	0	0	0	0	0.00	0.0%
	Ran Off Road	0	0	0	0	0.00	0.0%
	Overturned	0	0	0	0	0.00	0.0%
	Other	0	1	1	2	0.67	100.0%
Total Crashes	0	1	1	2	0.67	100.0%	
Severity	PDO Crashes	0	1	0	1	0.33	50.0%
	Fatal Crashes	0	0	0	0	0.00	0.0%
	Injury Crashes	0	0	1	1	0.33	50.0%
Lighting Conditions	Daylight	0	0	1	1	0.33	50.0%
	Dusk	0	0	0	0	0.00	0.0%
	Dawn	0	0	0	0	0.00	0.0%
	Dark	0	1	0	1	0.33	50.0%
	Unknown	0	0	0	0	0.00	0.0%
Surface Condition	Dry	0	1	0	1	0.33	50.0%
	Wet	0	0	1	1	0.33	50.0%
	Other	0	0	0	0	0.00	0.0%
Month	January	0	0	0	0	0.00	0.0%
	February	0	0	0	0	0.00	0.0%
	March	0	0	1	1	0.33	50.0%
	April	0	0	0	0	0.00	0.0%
	May	0	0	0	0	0.00	0.0%
	June	0	0	0	0	0.00	0.0%
	July	0	0	0	0	0.00	0.0%
	August	0	0	0	0	0.00	0.0%
	September	0	0	0	0	0.00	0.0%
	October	0	0	0	0	0.00	0.0%
	November	0	0	0	0	0.00	0.0%
	December	0	1	0	1	0.33	50.0%
Day of Week	Monday	0	0	0	0	0.00	0.0%
	Tuesday	0	0	0	0	0.00	0.0%
	Wednesday	0	1	0	1	0.33	50.0%
	Thursday	0	0	0	0	0.00	0.0%
	Friday	0	0	1	1	0.33	50.0%
	Saturday	0	0	0	0	0.00	0.0%
	Sunday	0	0	0	0	0.00	0.0%
Time of Day	00:00-06:00	0	1	0	1	0.33	50.0%
	06:00-09:00	0	0	0	0	0.00	0.0%
	09:00-11:00	0	0	0	0	0.00	0.0%
	11:00-13:00	0	0	0	0	0.00	0.0%
	13:00-15:00	0	0	1	1	0.33	50.0%
	15:00-18:00	0	0	0	0	0.00	0.0%
	18:00-24:00	0	0	0	0	0.00	0.0%

SR 915 at NE 119th Street

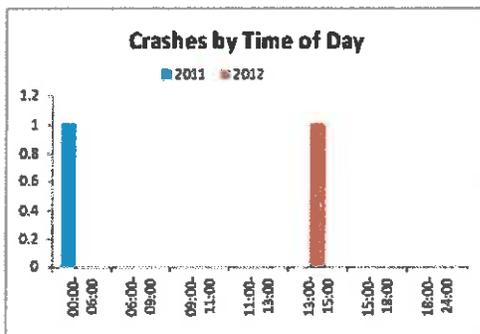
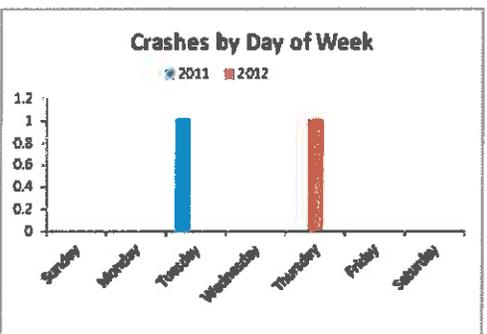
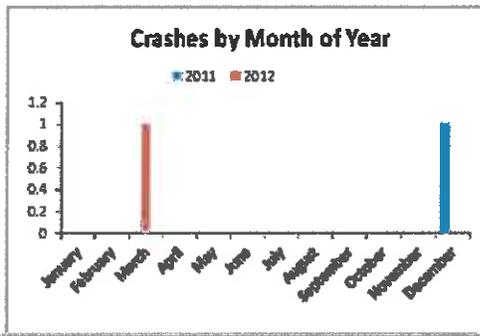
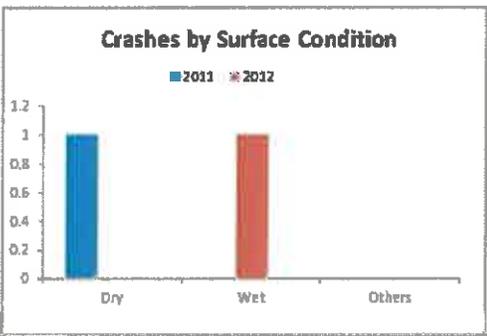
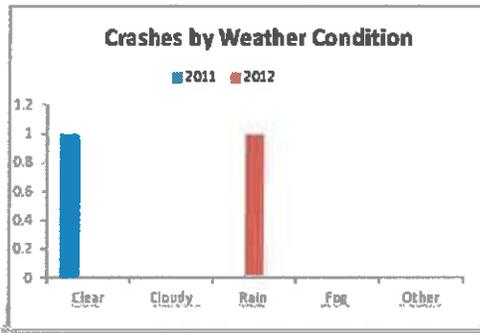
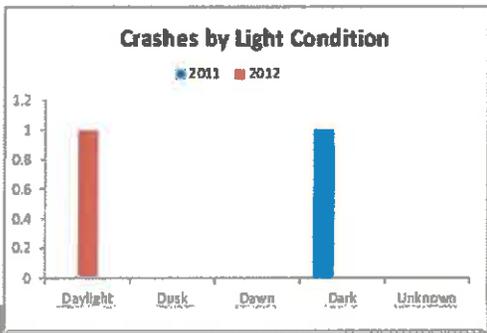
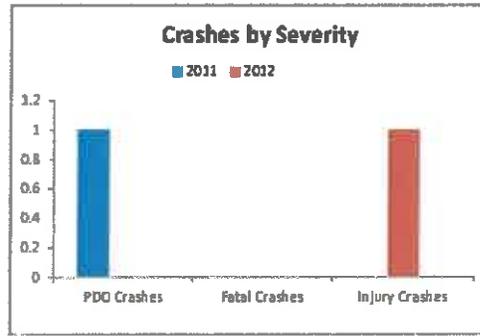
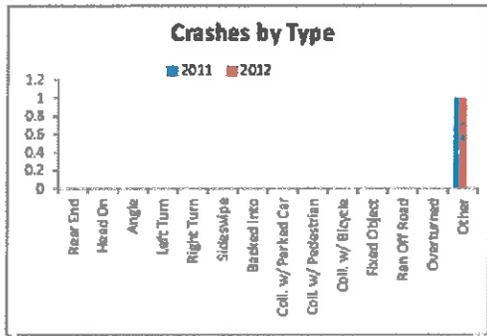


Figure 6 Crash Trends at SR 915 and NE 119th Street

5. QUALITATIVE INTERSECTION ASSESSMENT

The qualitative assessment presented in this section discusses the research performed and provides recommendations at the study intersections.

5.1 Study Recommendations

In order to determine mid-block crossing applicability at the study intersections, the FDOT TEM Section 3.8 was reviewed. In Section 3.8.5(2), the FDOT Traffic Engineering Manual (TEM) states that for a mid-block pedestrian crosswalk to be considered, it shall meet all the criteria in Sections 3.8.5(3) and 3.8.5(4). Those criteria are summarized below:

- Section 3.8.5(3) Minimum Levels of Pedestrian Demand
 - (a) Location under consideration should exhibit a well-defined spatial pattern of pedestrian generators or a well-defined pattern of existing crossings.
Condition not met
 - (b) Sufficient demand should exist that meets or exceeds the thresholds for three consecutive days of data collection:
 - Minimum of 20 pedestrians during any hour.
Condition not met
 - Minimum of 60 pedestrians during any four hours of the day, not necessarily consecutive hours.
Condition not met
- Section 3.8.5(4) Minimum Location Characteristics
 - (a) Minimum roadway volume of 2,000 Average Daily Traffic (ADT).
Condition met
 - (b) Minimum distance to nearest crossing location is 300 feet.
Condition met
 - (c) If the proposed location is between intersections, the minimum block length is 660 feet.
Not Applicable
 - (d) The proposed location must be outside the influence area of adjacent signalized intersections.
Condition met

Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. Field observations did not suggest there were any well-defined pedestrian generators or attractors or pattern of existing pedestrian crossings. Review of pedestrian crossing volumes conducted during the AM and PM peak-hour period did not meet the minimum levels of pedestrian demand defined in Section 3.8.5(3) of the TEM, as both NE 115th Street and NE 119th Street each only observed 8 pedestrians crossing east/west in the four hour count period. As displayed in Table 3 and Table 4, no pedestrian or bicycle crashes occurred at the study intersections over the study period.

Furthermore, with the exception of the sidewalk on the northwest quadrant of SR 915/NE 6th Avenue and NE 115th Street, there are no existing pedestrian facilities in the study area. The lack of sidewalks both along SR 915 and the minor streets in the study area would make implementation of a mid-block crossing difficult due to ADA guidelines and requirements.

Once improvements are made which may increase pedestrian traffic to Griffing Park, it is recommended to revisit the locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM. Along with revisiting the locations in the future, further coordination should take place with the Village of Biscayne Park to possibly construct sidewalks along SR 915 and the east/west minor streets which connect the Village. Constructing sidewalks may encourage a higher level of pedestrian activity than what is currently observed.

6. CONCLUSIONS AND RECOMMENDATIONS

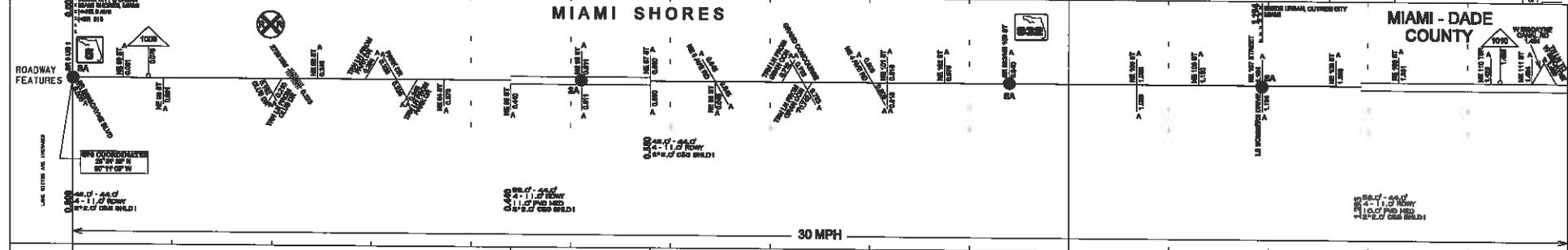
Based on the review of Section 3.8 in the TEM and historical crash data, pedestrian crosswalks are not recommended at either study intersection at this time. In summary:

- No well-defined pedestrian generators or attractors, or pattern of existing pedestrian crossings was observed;
- Pedestrian crossing volumes did not meet the minimum levels of pedestrian demand.
- No pedestrian or bicycle crashes occurred at the study intersections.
- The lack of sidewalks in the study area would make implementation of a mid-block crossing difficult.

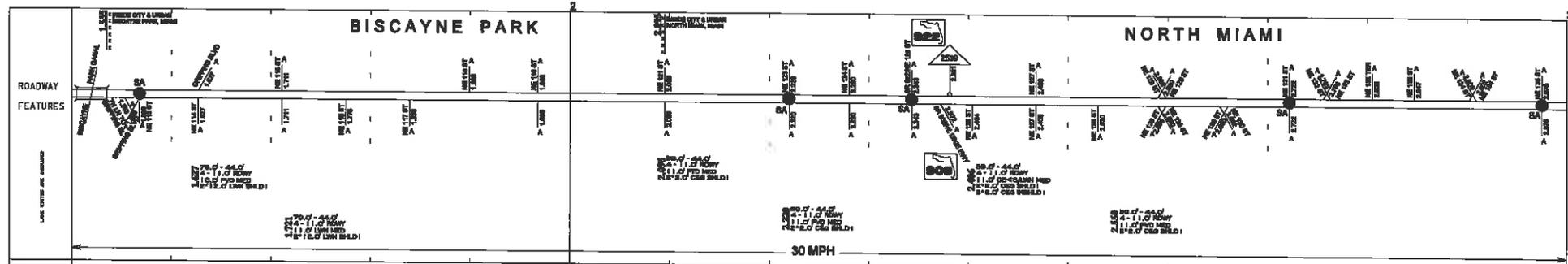
Once improvements are made which may increase pedestrian traffic to Griffing Park, the following recommendations should be considered:

- Revisit these locations and analyze pedestrian activity to see if they meet the criteria outlined in Section 3.8.5 of the TEM.
- Further coordination should take place to possibly construct sidewalks along SR 915 and along the east/west minor streets.

Appendix A Straight Line Diagram



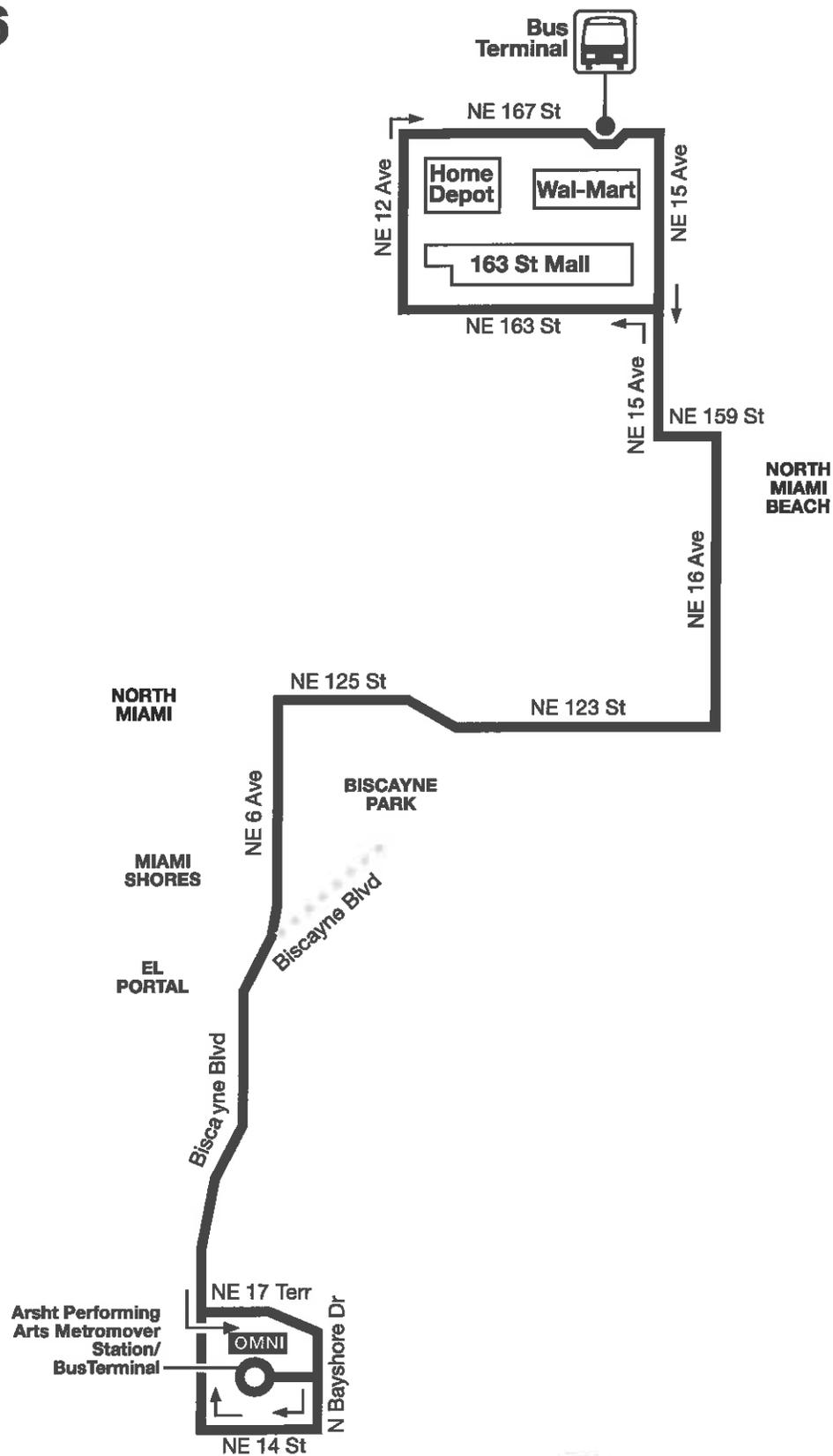
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HORIZONTAL ALIGNMENT	S=89821°13'W							
STRUCTURE DESCRIPTION								
TRAFFIC DATA	AADT=6000 D=68.24 T=6.89 T=2.01							
SIS								
FUNCTIONAL CLASSIFICATION	URBAN MINOR ARTERIAL STP							



ROADWAY COMPOSITION	20PC-2		20PC-2		20PC-2		20PC-2	
HORIZONTAL ALIGNMENT	S=4°19'10" P=1.38		S=4°19'10" P=1.38		S=4°19'10" P=1.38		S=4°19'10" P=1.38	
ALIGNMENT	P=1.38 P=1.38 P=1.38							
STRUCTURE DESCRIPTION								
TRAFFIC DATA	AADT=16300 D=68.24 T=6.89 T=2.02							
SIS								
FUNCTIONAL CLASSIFICATION	URBAN MINOR ARTERIAL STP							

Appendix B Transit Information

Route 16



NORTH
MAP NOT TO SCALE
12/2009

Miami-Dade County Miami-Dade Transit

Routes Schedule

16 Schedule

[Back to previous page \(javascript: history.go\(-1\)\)](#)

Service: Weekday Direction: Northbound

OMNI TERMINAL & BISCAYNE BLVD	BISCAYNE BD & NE 36 ST	BISCAYNE BD & NE 79 ST	NE 6 AV & NE 125 ST	NE 167 ST & NE 15 AV
05:25AM	05:32AM	05:41AM	05:51AM	06:11AM
05:49AM	05:56AM	06:08AM	06:20AM	06:40AM
06:13AM	06:23AM	06:35AM	06:47AM	07:09AM
06:37AM	06:47AM	06:59AM	07:12AM	07:34AM
07:01AM	07:12AM	07:25AM	07:38AM	08:00AM
07:19AM	07:30AM	07:43AM	07:56AM	08:18AM
07:37AM	07:48AM	08:02AM	08:16AM	08:38AM
07:55AM	08:06AM	08:20AM	08:34AM	08:56AM
08:13AM	08:24AM	08:38AM	08:52AM	09:14AM
08:31AM	08:42AM	08:56AM	09:10AM	09:30AM
08:49AM	09:00AM	09:14AM	09:28AM	09:48AM
09:07AM	09:18AM	09:32AM	09:46AM	10:06AM
09:25AM	09:36AM	09:50AM	10:04AM	10:24AM
09:43AM	09:54AM	10:08AM	10:22AM	10:43AM
10:01AM	10:12AM	10:26AM	10:40AM	11:02AM
10:31AM	10:42AM	10:56AM	11:10AM	11:32AM
11:01AM	11:12AM	11:26AM	11:40AM	12:02PM
11:31AM	11:42AM	11:56AM	12:10PM	12:32PM
12:01PM	12:12PM	12:26PM	12:40PM	01:03PM
12:31PM	12:42PM	12:56PM	01:10PM	01:33PM
01:01PM	01:12PM	01:26PM	01:40PM	02:04PM
01:31PM	01:42PM	01:56PM	02:10PM	02:34PM
02:01PM	02:12PM	02:26PM	02:40PM	03:04PM
02:31PM	02:42PM	02:56PM	03:11PM	03:35PM
03:01PM	03:14PM	03:29PM	03:44PM	04:09PM
03:31PM	03:44PM	03:59PM	04:14PM	04:39PM

04:01PM	04:14PM	04:29PM	04:44PM	05:09PM
04:29PM	04:42PM	04:57PM	05:12PM	05:37PM
04:49PM	05:02PM	05:17PM	05:32PM	05:57PM
05:07PM	05:20PM	05:35PM	05:50PM	06:15PM
05:25PM	05:38PM	05:53PM	06:08PM	06:31PM
05:43PM	05:56PM	06:11PM	06:26PM	06:49PM
06:01PM	06:14PM	06:28PM	06:43PM	07:04PM
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09:31PM	09:40PM	09:51PM	10:02PM	10:18PM
10:01PM	10:10PM	10:21PM	10:32PM	10:48PM

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Page Last Edited: Mon Apr 21, 2014 10:25:27 AM



Miami-Dade County Miami-Dade Transit

Routes Schedule

16 Schedule

[Back to previous page \(javascript: history.go\(-1\) \)](#)

Service: Weekday

Direction: Southbound

NE 167 ST & NE 15 AV	NE 6 AV & NE 124 ST	BISCAYNE BD & NE 79 ST	BISCAYNE BD & NE 36 ST	OMNI TERMINAL & BISCAYNE BLVD
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05:26AM	05:40AM	05:52AM	06:04AM	06:11AM
05:41AM	06:00AM	06:16AM	06:28AM	06:35AM
06:05AM	06:24AM	06:40AM	06:52AM	06:59AM
06:18AM	06:37AM	06:53AM	07:07AM	07:17AM
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08:38AM	09:01AM	09:18AM	09:32AM	09:41AM
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02:25PM	02:49PM	03:06PM	03:20PM	03:29PM

02:55PM	03:19PM	03:36PM	03:50PM	03:59PM
03:24PM	03:48PM	04:05PM	04:18PM	04:27PM
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06:13PM	06:34PM	06:51PM	07:03PM	07:11PM
06:34PM	06:55PM	07:12PM	07:21PM	07:29PM
07:10PM	07:27PM	07:42PM	07:51PM	07:59PM
07:41PM	07:58PM	08:13PM	08:22PM	08:29PM
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09:14PM	09:29PM	09:43PM	09:52PM	09:59PM

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Appendix C Pedestrian and Bicycle Counts



7409 SW Tech Center Dr, STE B150
 Tigard, OR 97223
 971-223-0003
www.qualitycounts.net

Order Number: 12463703/04
 Location: SR 915/NE 6th Ave – NE 115th St
 Date: 3/19/2014- 3/20/2014

7:00AM - 9:00AM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
7:56	1	EB	Bike	1
8:40	1	EB	Ped	5
8:41	1	EB	Bike	
8:44	2	WB	Ped	
8:44	1	SB	Ped	

4:00PM - 6:00PM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
4:19	1	WB	Ped	2
4:28	1	EB	Ped	
4:43	1	WB	Bike	1
4:45	1	SB	Ped	4
4:45	1	EB	Ped	
4:47	2	SB	Bike	
5:03	1	SB	Ped	
5:03	2	NB	Bike	5
5:12	2	EB	Ped	
5:49	2	WB	Bike	4
5:51	1	EB	Ped	
5:56	1	NB	Bike	



7409 SW Tech Center Dr, STE B150

Tigard, OR 97223

971-223-0003

www.qualitycounts.net

Order Number: 12463701/02

Location: SR 915/NE 6th Ave – NE 119th St

Date: 3/19/2014 - 3/20/2014

7:00AM - 9:00AM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
7:09	1	SB	Ped	1
7:15	1	SB	Bike	3
7:20	1	NB	Ped	
7:27	1	NB	Ped	
7:30	1	SB	Ped	1
7:55	1	EB	Bike	1
8:43	1	SB	Ped	1
8:49	1	WB	Ped	1

4:00PM - 6:00PM

Time	Group Size	Crosswalk	Ped/Bike	15-Min Persons Total
4:14	1	WB	Ped	1
4:24	1	EB	Ped	1
4:58	1	NB	Ped	1
5:21	1	EB	Ped	2
5:24	1	SB	Ped	
5:45	1	EB	Ped	1

Appendix D Crash Data

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CCCCCCCCC      AAA      AAA      RRR      RRR

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C R A S H R E P O R T I N G S Y S T E M

N O T I C E: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.

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MESSAGE CLASS: ..... Q
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# COPIES: ..... 01
ACCOUNT #: ..... 5565945
SUBMIT W/HOLD? ..... N
USERID: ..... KNKAIHT
DETAIL SORT ORDER: ..... 1 - SORT BY ROADWAY, MILE POINT
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PRINT INTERSECTIONS? .... N
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AVERAGE DAILY TRAFFIC: ...
# OF LEGS: .....

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REPORT...CARPJ13-01
 DATE...03/07/2014
 TIME...14:14:11
 COMMENT:
 FROM: 01/01/2010 TO 12/31/2012
 FROM CO/SEC/SUB: 87 034 000
 TO CO/SEC/SUB: 87 034 000

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 1 - SORT BY ROADWAY, MILE POINT
 RAMP INCL
 INFL INCL
 CR/OS INCL

PAGE NO: 2
 USERID: KNKAIHT
 I/O.... CARI113

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	1	1	2	3	0	1	0	0
2012	0	0	0	0	0	2	2	0	0	0	0
TOTAL	0	0	0	1	1	4	5	0	1	0	0

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REPORT...CARPJ13-01
 DATE...03/07/2014
 TIME...14:14:11

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 *** REPORT TOTALS ***

PAGE NO: 3
 USERID: KNKAIHT
 I/O.... CARI113

CUMULATIVE TOTALS FOR ALL LOCATIONS SUBMITTED - OVERLAPPING OR INTERSECTING LOCATIONS MAY RESULT IN CRASHES COUNTED MORE THAN ONCE

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	1	1	2	3	0	1	0	0
2012	0	0	0	0	0	2	2	0	0	0	0
TOTAL	0	0	0	1	1	4	5	0	1	0	0

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          CCCCCCCCCC      AAAAAAAAAA      RRRRRRRRRR
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   CCC              AAA      AAA      RRR      RRR
  CCC              AAA      AAA      RRR      RRR
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C R A S H R E P O R T I N G S Y S T E M

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I/O NAME: ..... CARI113
PROGRAM ID: ..... CARPJ13
REPORT NUMBER: ..... 01
RUN CLASS: ..... A
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PRINTER DEST: ..... LOCAL
# COPIES: ..... 01
ACCOUNT #: ..... 5565945
SUBMIT W/HOLD? ..... N
USERID: ..... KNKAIHT
DETAIL SORT ORDER: ..... 1 - SORT BY ROADWAY, MILE POINT
PRINT SEGMENTS? ..... N
PRINT INTERSECTIONS? .... N
SUMMARY FORMAT: ..... -
OVERRIDE VALUES:
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  CRASH RATE CATEGORY: ..
  AVERAGE DAILY TRAFFIC:..
  # OF LEGS: .....

```

REPORT...CARPJ13-01
 DATE...03/07/2014
 TIME...14:13:30

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS

PAGE NO: 1
 USERID: KNKAIHT
 I/O.... CAR0213

COMMENT:

FROM: 01/01/2010 TO 12/31/2012
 FROM CO/SEC/SUB: 87 034 000
 TO CO/SEC/SUB: 87 034 000

1 - SORT BY ROADWAY, MILE POINT

MP: 001.938
 MP: 002.018

RAMPS INCL
 INFL INCL
 CR/OS INCL

C	ROADWYID	M	N	S	ADT	Y	M	D	H	CRCC	A	H	L	W	R	T	R	SL	R	A	V	V	VM	V	PI	CC	D	V	V	V	V	PI	CC	D	#	#	N			
R	N	C	S	S	I	EN	TR	VAR	E	O	A	O	RALA	L	AE	I	E	D	RC	OC	IO	O	C	ET	EU	EO	E	OM	OA	RA	ET	EU	EM	E	OM	OA	RA	UI		
A	U	O	E	E	L	AO	AO	EIA	A	N	Y	U	ATAT	C	RV	G	A	AO	AO	TC	A	C	HY	HS	HV	H	IP	NU	IG	HY	HS	HO	H	IP	NU	IG	V	K	MN	
S	M	U	C	SC	E	RD	TA	RLF	R	T	R	SESE	M	E	H	T	S	FN	DN	EA	D	IP	IE	IM	NA	TS	VE	IP	IE	IV	NA	TS	VE	E	I	BJ				
H	B	N	T	UT	P	EE	ED	AYF	H			H	SG	I	FN	T	H	U	FT	D	T	L	CE	C	CN	D	TC	RE	/	CE	C	C	D	TC	RE	/	H	L	EU	
E	T	I	BI	O	S	G	I					O	N	UT	I	E	R	IR	T	I	S	N	L	L1	LT	I	T	I	P1	L	L2	L2	I	T	I	P2	C	L	RR	
R	Y	O	O	S	T	E	C					R	V	L	N	R	F	CO	N	O	D	E1	E	E	R	O	B1	E	E2	E	E	R	O	B2	E	L	E	E		
	N	N	T									Y	I	G																										

825147240	87034000	01.940	2546	915	018200	11	12	06	01	S-4DR	0	09	4	1	1	01	01	03	M	M	03	01	01	S	01	02	00													
825147290	87034000	01.968	2546	915	015600	12	03	15	14	S-4DR	0	09	1	3	2	01	08	02	R	2	01	01	01	N	03	02	23	04	11	02	N	12	00	43	2	0	01			

REPORT...CARPJ13-01
 DATE...03/07/2014
 TIME...14:13:30
 COMMENT:
 FROM: 01/01/2010 TO 12/31/2012
 FROM CO/SEC/SUB: 87 034 000
 TO CO/SEC/SUB: 87 034 000

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 1 - SORT BY ROADWAY, MILE POINT
 RAMP INCL
 INFL INCL
 CR/OS INCL

PAGE NO: 2
 USERID: KNKAIHT
 I/O.... CARI113

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	0	0	1	1	0	0	0	0
2012	0	0	0	1	1	0	1	0	1	0	0
TOTAL	0	0	0	1	1	1	2	0	1	0	0

NOTICE: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.

REPORT...CARPJ13-01
 DATE...03/07/2014
 TIME...14:13:30

FLORIDA - DEPARTMENT OF TRANSPORTATION
 C A R - CRASH ANALYSIS REPORTING SYSTEM
 CRASH DATA DETAIL AND EXTRACT FOR STATE-MAINTAINED ROADS
 *** REPORT TOTALS ***

PAGE NO: 3
 USERID: KNKAIHT
 I/O.... CARI113

CUMULATIVE TOTALS FOR ALL LOCATIONS SUBMITTED - OVERLAPPING OR INTERSECTING LOCATIONS MAY RESULT IN CRASHES COUNTED MORE THAN ONCE

FOR YEAR	FATAL CRASH STATISTICS			INJURY CRASH STATS		PROPERTY DAMAGE ONLY	TOTALS			INFLUENCE CRASHES OCCURRING ON INTERSECTING RDWYS	
	CRASHES	FATALITIES	INJURIES	CRASHES	INJURIES	CRASHES	CRASHES	FATALITIES	INJURIES	AT INT.	INFL AREA
2011	0	0	0	0	0	1	1	0	0	0	0
2012	0	0	0	1	1	0	1	0	1	0	0
TOTAL	0	0	0	1	1	1	2	0	1	0	0

N O T I C E: THE INFORMATION CONTAINED IN THIS DOCUMENT (REPORT, SCHEDULE, LIST, OR DATA) HAS BEEN COMPILED FROM INFORMATION COLLECTED FOR THE PURPOSE OF IDENTIFYING, EVALUATING, OR PLANNING SAFETY ENHANCEMENTS. THIS PRODUCT IDENTIFIES INFORMATION USED FOR THE PURPOSE OF DEVELOPING HIGHWAY SAFETY CONSTRUCTION IMPROVEMENT PROJECTS WHICH MAY BE IMPLEMENTED UTILIZING FEDERAL-AID HIGHWAY FUNDS. ANY DOCUMENT DISPLAYING THIS NOTICE SHALL BE USED ONLY FOR THOSE PURPOSES DEEMED APPROPRIATE BY THE FLORIDA DEPARTMENT OF TRANSPORTATION. SEE TITLE 23, UNITED STATES CODE, SECTION 409.

FDOT DISTRICT SIX LANE ELIMINATION REVIEW AND APPROVAL PROCESS SUMMARY

Florida Department of Transportation (FDOT), local governments (including cities and counties), agencies such as Miami-Dade Express Authority (MDX), Miami-Dade Transit (MDT), Miami-Dade County, Monroe County, and Miami-Dade Transportation Planning Organization (TPO), and developers typically request the elimination of through lanes on state roads so that the recovered right-of-way can be converted to transit-only lanes, bicycle lanes, wider sidewalks, landscaping, on-street parking, or other purposes in order to promote use of non-automobile modes, contribute to more livable environments (e.g., by reducing pedestrian crossing distances and traffic speeds), and/or contribute to economic development and vitality. The following lane elimination review and approval process was developed to assure consistency in District's handling of these requests.

The FDOT District Six Lane Elimination Review and Approval Process includes three steps:

1. Initial Meeting
2. Interim Meeting and draft Concept Report
3. Formal Application

These steps of the process are outlined below. Coordination of the Lane Elimination Review and Approval Process is responsibility of the District Lane Elimination Review Coordinator. The process engages a multi-disciplined review team with representatives from the Planning & Environmental Management, Design, Traffic Operations, Modal Development, Maintenance, Permitting, and Legal Offices. The District Scoping Committee is recommended to serve as the multi-disciplined review team for lane elimination for District 6.

STEP 1: INITIAL MEETING

• Preliminary Negotiations

The Lane Elimination Review and Approval Process is initiated when the applicant submit their request. If the District believes the Lane Elimination is worth pursuing, the District representative will provide the Lane Elimination Guide to applicant. Otherwise, the process will end unless the District makes the decision to proceed. And then, the applicant will prepare a Preliminary Project Information Package for the first District Review. Once the applicant submits their Preliminary Project Information Package to the District, the Lane Elimination Review and Approval Process will move forward to review those Preliminary Project Information. The following items should always be considered for preparing the Preliminary Project Information Package, where appropriate and applicable.

Preliminary Project Information Package:

A. Basic Project Information

1. Description of Project location, Limits and Length
2. Proposed change in lane configuration
3. Proposed use
4. Project schedule
5. Consistency with Long-Range Transportation Plan, Transit Development Plan, Transportation Improvement Plan, and Comprehensive Plan and with any applicable subarea master plans and visions
6. Conceptual plan (if available)

B. RCI (Roadway Characteristics Inventory) Information

1. Map of Roadway Location (Section ID and Mileposts should be shown on the map)
2. Classification (Freeway, Secondary Road, Arterial, etc.); Any proposed change of Classification (if available)
3. Physical Characteristics (Number of Lanes, Shoulders, etc.)
4. Traffic Information (Volume)
5. Traffic Control Device Inventory
6. Status of the Roadway (Evacuation Route, SIS Road, etc.)

C. ROW (Right-of-Way) Information

1. Existing Right-of-Way Width and proposed changes for Right-of-Way Width
2. Proposed Use for Right-of-Way (Widened Sidewalks, Bicycle Lanes, Landscaping, On-Street Parking, and Transit Lanes)
3. Any Jurisdictional Responsibility Changes (if any)

D. Impacts

➤ Reginal Transportation System:

1. Traffic pattern and circulation changes, including impacts on parallel roadways caused by the lane elimination proposal
2. Changes in peak period levels of congestion
3. Impacts on transit service (re-routing and relocation of bus stops)
4. Impacts on trucks and designated truck routes

➤ Community:

1. Neighborhood impacts
2. Consistency with redevelopment plans
3. Site access impacts

E. Plans

1. Plan for obtaining input and review from businesses, residents, and other stakeholders
2. Plan for receiving endorsement from elected officials

F. Other Items

1. Ideas for funding sources
2. Potential implementation strategy

- **Reviews by District Review Team**

District should form District Review Team before applicant provides preliminary project information (District Scoping Committee is recommended as the Review Entity for the District), so that District can start to review the Lane Elimination application immediately once the applicant submits their Preliminary Project Information Package. District reviewers will identify any fatal flaws that may make it infeasible for the applicant to proceed with the proposed Lane Elimination Project. If no such fatal flaws are identified, the District reviewers will prepare a list of elements for the applicant to move forward to the Step 2 -- Interim Meeting. The district will also send notice to Central Office that the District has been contacted about a lane elimination proposal.

- **FDOT Internal Lane Elimination Application**

The Lane Elimination Process could be proposed as a part of other corridors study conducted by Internal FDOT (e.g., Lane Repurposing Corridor Study, BRT Corridor Study, Greenway Study, etc.). Under this condition, the Scoping Committee should have already been involved into the scope development process and Step 1 could be simplified. When the Lane Elimination Proposal was submitted to Scoping Committee, the Scoping Committee will indicate who is the leader/applicant for the Lane Elimination Application (e.g., Planning and Environmental Management Office, Consultant Management, Modal Office, etc.). Once the Applicant and Review Team are determined, the Lane Elimination Process will be the same as the regular process.

STEP 2: INTERIM MEETING AND DRAFT CONCEPT REPORT

- **Technical Analysis**

Technical Analysis should be developed to show technical feasibility, after the applicant receive the first District review, and before the applicant start to prepare the draft concept report. Additional consultant may be retained by District to provide a technical support to assist the District and the applicant to recommend a lane elimination process. The following items may be required to be included in Technical Analysis. When Technical Analysis is ready, the applicant can start to prepare the Draft Concept Report.

Technical Analyses Package:

1. Traffic forecasts (with and without change)
2. Existing and future roadway capacity
3. Existing and future delay, queue and posted speed
4. Short-term and long-term person throughput
5. Short-term and long-term truck movement (if applicable) Short-term and long-term LOS
6. Short-term and long-term traffic impacts on adjacent roadway (LOS)

- **Draft Concept Report by Applicant**

At this part, the applicant will begin to prepare the draft report of the detailed analysis conducted following the first District review. The following elements, along with the supporting documents for the items of Preliminary Project Information Package, may be required for a given draft concept report.

Draft Concept Report Package:

A. Design

1. Alternatives & Conceptual design plans
2. Need for any design variations or exceptions

B. Technical Analysis (Traffic operations and impacts)—See Technical Analysis Package

C. Crash Analysis

1. Crash data and summary
2. Identification of high-crash locations (by crash type) and locations on FDOT's 5% lists (the list of the 5% of segments and locations with the highest number of crashes)
3. Estimate of the potential increase or decrease in crashes using Crash Modification Factors (CMFs) from the Highway Safety Manual, CMFs from the Federal Highway Administration CMF website, or other appropriate methodologies

D. Transit Service Assessment

Transit Services before and after were evaluated using a set of eight performance measures:

1. Public transit routes /stop locations (including appropriateness of turn radii and lane widths and coordination with transit providers)
2. Schedule Adherence/Late Trips
3. Bus Bunching
4. Detours
5. Fare Payment Characteristics
6. Passenger Loading and Bus Crowding
7. Boarding and Alighting by Stop
8. Passenger Activity versus Service Provided

E. Impact Discussion

➤ Roadway Network:

1. Adjacent roadway traffic
2. Traffic diversion and mitigation
3. Truck & truck route
4. Pedestrian & Bicycle infrastructure (sidewalks, bicycle lanes, and multi-use paths)
5. Signal timing modifications (if any)
6. Evacuation route
7. Case-specific special considerations (e.g., railroad crossing improvements)

➤ Area/Zone:

1. Active construction projects
2. Utilities, wetlands, habitats
3. Bridges, traffic signal and sign structures
4. School crossing locations
5. Parking supply
6. Emergency response impacts

F. Conceptual Plans

1. Access management plan
2. Funding plan
3. Implementation plan

- **Consolidated Review Comments by District Review Team**

After applicant submits the draft concept report, the District Review Team will start to review the report and provide some comments. Following discussion of District Review Team’s comments on the draft concept report, District staff and the applicant will jointly determine if further analysis is needed. The applicant should resolve outstanding comments and concerns.

At the conclusion, the District will send notice to Central office that a draft concept report for a proposed lane elimination project has been received and reviewed by the District. The notice should indicate whether the draft concept report is feasible for the capacity, operations, and safety perspective. The notification should also include additional information on the projects (such as future traffic projections and conditions, unique issues anticipated along the corridor, etc.). If the draft concept report proves the project’s feasibility, it will be noted that the District should recommend the project to move forward to the final step – Formal Application.

STEP 3: FORMAL APPLICATION

- **Preparation of Final Concept Report by Applicant**

When applicant receives the recommendation from District that indicate the lane elimination proposal meet their satisfaction, the applicant will also receive a summary of a list of items to be addressed before the District will approve a formal application for lane elimination. And then, the applicant will begin to prepare the Final Concept Report Package and submit Final Concept Report to District.

Final Concept Report Package:

A. Formal letter requesting the lane elimination

B. Documentations

1. Project approval by the appropriate city or county body
2. Public involvement activities were noticed and occurred

C. Comments

Summary of concerns and supportive comments that were voiced at the public meetings or provided through written communication to the applicant, along with discussion of how any concerns were addressed

D. Final submittals

1. Concept report
2. Funding plan
3. Implementation plan

- **Approval of Final Concept Report**

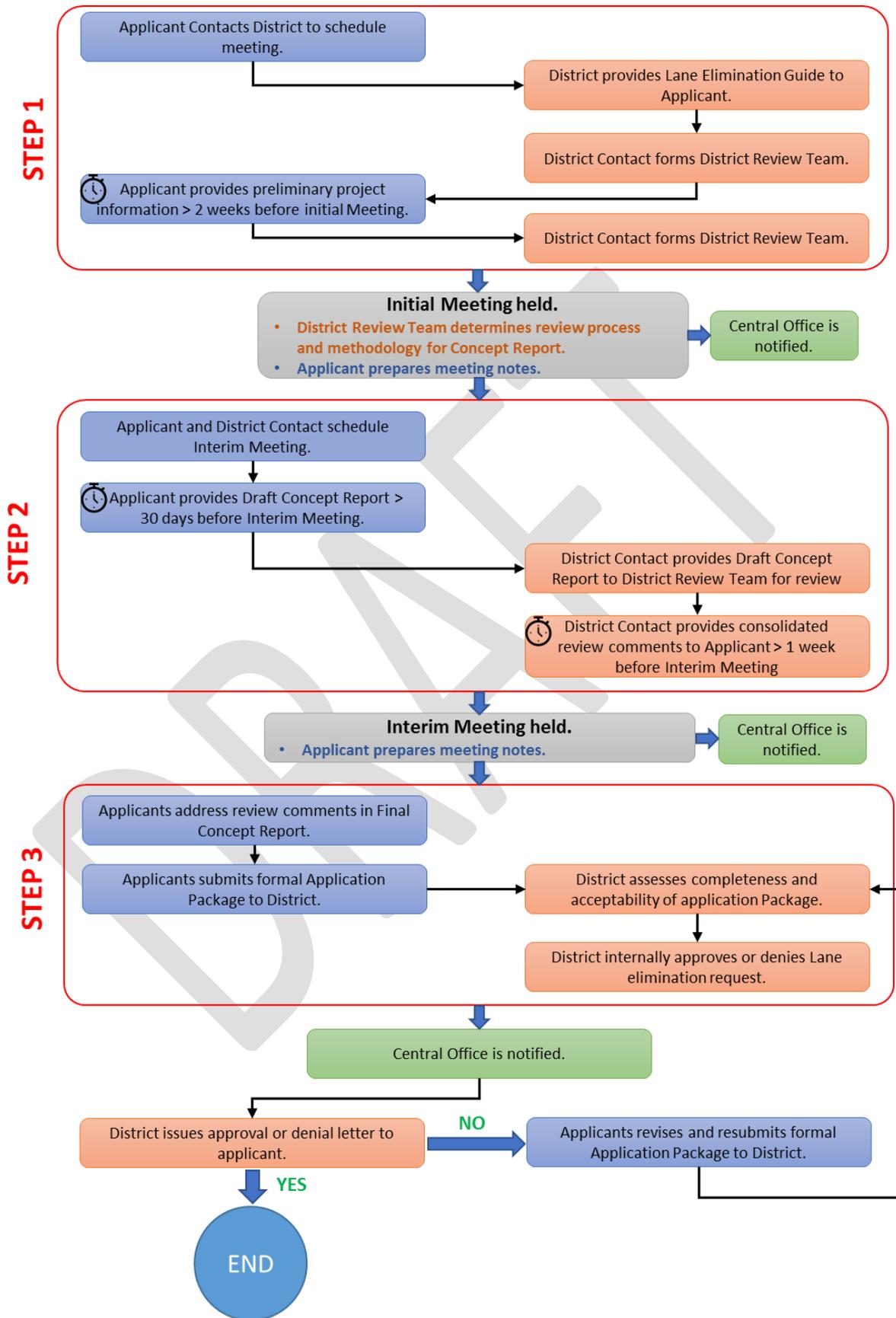
After applicant submit their formal application package, the District will review the formal letter and supporting documents, with input from District staff as needed. the District will send notice to Central Office, which will indicate that the applicant has submitted a Lane Elimination Application, the application has been reviewed by the District, and the District has made a recommendation for approval (or denial).

After receiving the approval from Central Office, the District will inform the applicant that the application has been approved (or denied), and then the Lane Elimination Review and Approval Process will be end.

Process Summary

The following flowchart summarized the major three-steps Lane Elimination Review and Approval Process.

DRAFT





SIO
SYSTEMS IMPLEMENTATION OFFICE

Lane Elimination Request

Systems Implementation Office-Central Office

Agenda

Applicant

District Review Team

Central Office Review Team

FDM Lane Elimination Process

Forms (FDM Chapter 103)

Coming Soon

Resources

Questions

Central Office



Jenna Bowman, PE
Systems Management Administrator
Systems Implementation Office
Florida Department of Transportation



Gina Bonyani
Transportation Planner
Systems Implementation Office
Florida Department of Transportation

Applicant

A local government entity (e.g., municipality, county, MPO, TPO) or the Department.

Private entity may only submit a request through a local government entity.

District Review Team

Planning

Environmental
Management

Modal
Development

Design

Traffic
Operations

Central Office Review Team

Systems
Implementation
Office

Roadway Design
Office

Traffic
Engineering and
Operations Office

Chief Planner

Chief Engineer

Lane Elimination Process (FDM-126)

Applicant submits the LE Request to the DLEC

DLEC schedules the initial meeting to discuss the proposed LE project with District Review Team

Applicant must submit a **Concept Report** to the district

SIO coordinates the review of the LE request with RDO and TOPS

SIO submits notification to the DLEC of the Chief Engineer decision

1

3

5

7

9

Applicant Contacts DLEC

Preliminary Review by District

Final Review and Approval by CO

2

4

6

8

Applicant completes and submits the Initial Meeting Checklist (**Form 126-A**)

DLEC submits the initial notification to CO (**Forms 126-A, 126-B and 126-C**)

DLEC submits the final review and approval notice to CO (**Form 126-D**)

SIO Submits the LE Request for obtaining concurrence with the Chief Planner and the final approval or denial of the Chief Engineer

Lane Elimination Process

Applicant Contacts DLEC

- Applicant must consult with the District to determine the specific analysis requirements and review process.

Lane Elimination Process

Preliminary Review by District

- The applicant will submit a Draft Concept Report to the District.
 - If the District reviewers find the Draft Concept Report acceptable, the District will recommend that the Applicant submit a formal Application Package with:
 - Forms
 - Minutes
 - Report with Typical Sections

Lane Elimination Process

Final Review and Approval by CO

- Central Office Review Team will review and provide comments.
 - If the Central Office Review Team find that the concept report is acceptable, the document will be presented to the Chief Planner for concurrence and to the Chief Engineer for a final decision.
- After two weeks, District will receive from Central Office a spreadsheet with comments.
- District Lane Elimination Coordinator and/or PM will add responses in the spreadsheet and will submit to Central Office.
- Meetings will be scheduled as needed.

Lane Elimination Process

Final Review and Approval by CO

- Chief Engineer Decision:
 - Approved
 - Application process is complete.
 - Denied
 - Includes an explanation for the denial.
 - Objection with comments
 - The applicant may resubmit the lane elimination proposal to the District, once the comments have been addressed.
 - The resubmittal **must** include an updated and signed **Form 126-D**

Required Forms

Form 126-A Initial Meeting Checklist

INITIAL MEETING CHECKLIST

Basic information about the project

- | | |
|---|--|
| <input type="checkbox"/> Project Location | <input type="checkbox"/> Jurisdiction(s) in which the Project is Located |
| <input type="checkbox"/> Project Limits | <input type="checkbox"/> Proposed Change in Lane Configuration |
| <input type="checkbox"/> Project Length | <input type="checkbox"/> Project Schedule |
| <input type="checkbox"/> Project Purpose | <input type="checkbox"/> Context Classification |

This is a list of items that the Applicant should be prepared to discuss at the Initial Meeting:

- | | |
|---|---|
| <input type="checkbox"/> Conceptual plan (including transitions to and from the lane elimination section) | <input type="checkbox"/> Anticipated changes (if any) in functional classification and access management classification |
| <input type="checkbox"/> Existing and long-range future AADT (the latter based on historical growth and the regional travel demand model, if applicable) | <input type="checkbox"/> Anticipated changes (if any) in posted speed limits |
| <input type="checkbox"/> Consistency of the proposed project with the applicable Long-Range Transportation Plan (LRTP), Transportation Improvement Program (TIP), Transit Development Plan (TDP), comprehensive plan, master plans, visions, and Complete Streets initiatives | <input type="checkbox"/> Need for design variations or design exceptions to support the lane elimination project |
| <input type="checkbox"/> Status of the roadway as an Evacuation Route, freight route, and part of the Strategic Intermodal System (SIS) | <input type="checkbox"/> Plan for obtaining input and review from businesses, residents, and other stakeholders |
| <input type="checkbox"/> Status of the roadway as a major transit corridor per the LRTP or TDP | <input type="checkbox"/> Plan for receiving endorsement from elected officials |
| <input type="checkbox"/> Proposed use(s) for the right-of-way after lanes are eliminated (e.g., widened sidewalks, bicycle lanes, landscaping, on-street parking, transit lanes) | <input type="checkbox"/> Funding source |
| <input type="checkbox"/> Existing right-of-way width and any proposed changes to the right-of-way width | <input type="checkbox"/> Potential implementation strategy and partner commitments |
| <input type="checkbox"/> Anticipated changes (if any) in jurisdictional responsibility for ownership or maintenance of the roadway | |

Methodology Checklist

This is an illustrative list of items that the District Review Team may require the Applicant to address in a Concept Report, as needed:

- | | |
|--|---|
| <input type="checkbox"/> Conceptual design plans (including proposed typical sections) that meet FDOT design standards for all transportation modes | <input type="checkbox"/> Crash data summary and analysis, which may include identification of high-crash locations (by crash type) and locations on FDOT's 5% lists (i.e., the lists of the 5% of segments and intersections with the highest number of crashes) and estimation of the potential increase or decrease in crashes using Crash Modification Factors (CMFs) from the Highway Safety Manual, CMFs from the FHWA CMF Clearinghouse website, or other appropriate methodologies |
| <input type="checkbox"/> Need for any design variations or exceptions | |
| <input type="checkbox"/> Size of impact area | |
| <input type="checkbox"/> Near- and long-range traffic forecasts with and without the proposed (with changes in travel patterns clearly shown) | |
| <input type="checkbox"/> Near- and long-range level of service (LOS) and queuing analysis for intersections and segments in the impact area under the build and no-build scenarios | <input type="checkbox"/> Impact on trucks and designated truck routes (including appropriateness of turn radii and lane widths and possible relocation of designated truck routes) |
| <ul style="list-style-type: none"> • LOS analyses may be daily or peak hour analyses at the District Review Team's discretion. • The District Review Team and the Applicant should agree on an analysis methodology. | <input type="checkbox"/> Impact on evacuations routes and emergency response |
| | <input type="checkbox"/> Conceptual funding plan (includes cost estimates and funding sources) |
| | <input type="checkbox"/> Conceptual implementation plan (including an implementation schedule and a list of the commitments that the applicant will make in support of the lane elimination project) |
| <input type="checkbox"/> Mitigation to address significant and adverse LOS impacts on State roads and the regional transportation system resulting from the lane elimination | <input type="checkbox"/> Existing posted speed and desired posted speed after the lane elimination |
| <input type="checkbox"/> Impact on pedestrian and bicycle infrastructure (e.g., sidewalks, bicycle lanes, and multi-use paths) and connectivity | <input type="checkbox"/> The need to add, remove, or modify traffic signals |
| <input type="checkbox"/> Impact on transit routes and transit stops locations (including appropriateness of turn radii and lane widths) | <input type="checkbox"/> Impacts on school crossing locations and/or midblock pedestrian crossing locations |
| <input type="checkbox"/> Impact on parking supply | <input type="checkbox"/> Case-specific special considerations to be determined (e.g., railroad crossing improvements) |

Required Forms

Form 126-B Methodology Checklist

**Lane Elimination
Initial Notice to Central Office**

To: _____ From: _____ Date: _____
Systems Management Administrator District Lane Elimination Coordinator

The intent of this message is to inform Central Office that District _____ has received a request for lane elimination on a State Highway.

PROJECT INFORMATION

State Road: _____

Project Location: _____

Roadway ID: _____

Context Classification: _____

Project Limits (MP): From _____ to _____

Applicant: _____

Project Description: _____

Proposed Change in Cross Section: From _____ lanes to _____ lanes

SIS NHS

ACTIONS AND OUTCOMES TO DATE

District staff participated in a meeting with _____ on _____ to formally commence the lane elimination review process. At that meeting, District staff provided an overview of the lane elimination review process and the Applicant shared initial information about the lane elimination project. The District determined the specific review process and analysis methodology for the lane elimination request.

NEXT STEPS

The Applicant will submit a Draft Concept Report (containing a proposed typical section) as the lane elimination review process proceeds. If the District reviewers find the Draft Concept Report acceptable, the District will recommend that the Applicant submit a formal Application Package (including the Final Concept Report). If the Application Package is complete and acceptable, the District will approve the lane elimination request with the concurrence of Central Office.

Concurrences:

District Planning and Environmental Administrator Date: _____

District Design Engineer Date: _____

District Traffic Operations Engineer Date: _____

Required Forms

Form 126-C Lane Elimination Initial
Notice to Central Office



Lane Elimination Final Review and Approval Notice to Central Office

The intent of this message is to inform Central Office that District _____ has received a request for lane elimination on a State Highway.

PROJECT INFORMATION

State Road: _____

Project Location: _____

Roadway ID: _____

Context Classification: _____

Project Limits (MP): From _____ to _____

Applicant: _____

Project Description: _____

Proposed Change in Cross Section: From _____ lanes to _____ lanes

SIS NHS

District Concurrences:

District Planning and Environmental Administrator Date: _____

District Design Engineer Date: _____

District Traffic Operations Engineer Date: _____

Central Office Concurrence:

Chief Planner Date: _____

Final Approval:

Chief Engineer Date: _____

Required Forms

Form 126-D Lane Elimination Final
Review and Approval Notice to Central
Office

Comments Record



Lane Elimination Request

Project: _____
 Applicant: _____

District: _____

Date	Office	Fatal Flaw	Comment	Response	Resolve
	▼	1			<input type="checkbox"/>
	▼	2			<input type="checkbox"/>
	▼	3			<input type="checkbox"/>
	▼	4			<input type="checkbox"/>
	▼	5			<input type="checkbox"/>
	▼	6			<input type="checkbox"/>
	▼	7			<input type="checkbox"/>
	▼	8			<input type="checkbox"/>
	▼	9			<input type="checkbox"/>
	▼	10			<input type="checkbox"/>
	▼	11			<input type="checkbox"/>
	▼	12			<input type="checkbox"/>
	▼	13			<input type="checkbox"/>
	▼	14			<input type="checkbox"/>
	▼	15			<input type="checkbox"/>
	▼	16			<input type="checkbox"/>
	▼	17			<input type="checkbox"/>

Coming Soon

Lane Elimination Guidance

- New guidance
- Best practices
- Concept Report Template
- DocuSign for Chief Engineer signature

Lane Elimination SharePoint

- All documents from each project together by districts

FDM 126 Chapter Revision

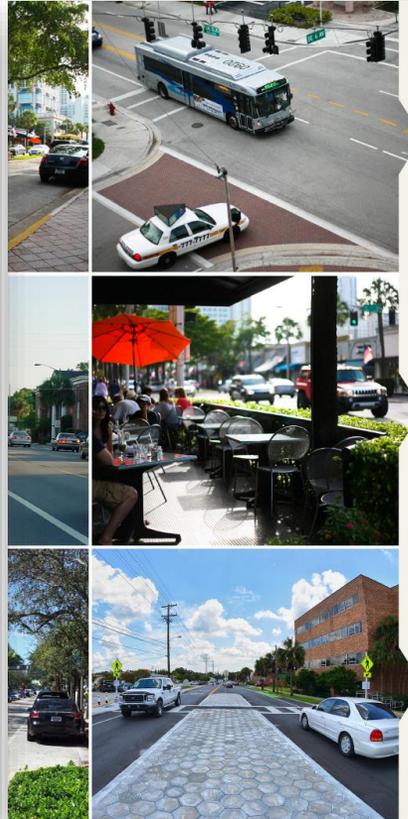
Quarterly Webinars

STATEWIDE LANE ELIMINATION GUIDANCE



FLORIDA DEPARTMENT OF TRANSPORTATION
Transportation Statistics Office

FEBRUARY 2014



STATEWIDE LANE ELIMINATION GUIDANCE



FLORIDA DEPARTMENT
OF TRANSPORTATION
TRANSPORTATION
STATISTICS OFFICE

DECEMBER 2014

126 Lane Elimination Projects

Modification for Non-Conventional Projects:

Delete **FDM 126**.

126.1 General

Lane elimination projects (a.k.a., "road diets" or "lane reductions") are intended to reduce the number of travel lanes and effective width of the road to achieve systemic improvements. Generally, the purpose of these projects is to reconfigure the existing cross section to allow other uses and travel modes. Lane elimination projects typically provide more livable environments, and contribute to economic development and vitality to a community. The recovered travel way can be used to accommodate other purposes, such as bicycle lanes, wider sidewalks, landscaping, on-street parking, bulb-outs, traffic calming, and refuge islands.

A local government entity (e.g., municipality, county, MPO, TPO) or the Department can submit a request for the elimination of travel lanes on the State Highway System (SHS). A private entity may only submit a request through a local government entity.

If the project has a PD&E phase, the requirements of this chapter are followed during the PD&E study prior to the selection of a preferred alternative. See **Part 1, Chapter 2** of the [PD&E Manual](#) for additional information.

126.2 Requirements

Four-lane undivided roadways with AADT \leq 20,000 are typically good candidates for a lane reduction (e.g., converting to a two-lane, two-way road with a center-left-turn-lane). However, projects are evaluated for lane elimination feasibility on a case-by-case basis.

Lane elimination projects must comply with AASHTO and Department design criteria. A

Resources

Systems Implementation Office Website: <https://www.fdot.gov/planning/systems/programs/SM/laneelimination/default.htm>

FDOT Design Manual: <https://www.fdot.gov/roadway/fdm/default.shtm>



Questions





FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SIX

Meeting Summary

Project:

State Road (SR) 915/NE 6 Avenue from NE 113 Street to NE 121 Street

Project Identification Number:

443986-1-52-01

Project Manager:

Bao-Ying Wang, P.E.

Purpose of meeting:

The FDOT project team spoke to Biscayne Park Interim Village Manager David Hernandez to discuss the upcoming Commission meeting presentation scheduled for Tuesday, June 2, 2020.

Date/Time/Location of meeting:

Friday, May 29, 2020

9:30 a.m.

Go To Meeting

FDOT

FDOT Staff:

Bao-Ying Wang, P.E.

FDOT Consultants:

Rodolfo Roman, ISC

Jorge Lopez, HW Lochner, Inc.

Hans Ribbeck, Ribbeck Engineering, Inc.

Maher Maaliki, P.E., Ribbeck Engineering, Inc.

Village of Biscayne Park

David Hernandez, Village Manager

Media Involvement:

N/A

Key items discussed:

-Mr. Hans Ribbeck stated that this conference call briefing is to clarify the intent of the project team presenting at the commission meeting scheduled for Tuesday June 2, 2020. Mr. Hernandez explained that the meeting with the commission is intended to present the scope of the project to the commission and mayor since there are new commissioners and mayor.

- Ms. Bao-Ying Wang inquired if a resolution addressing lighting will be on the commission meeting's agenda. Mr. David Hernandez clarified that the intent of the commission meeting is for the for the FDOT project team to brief Biscayne Park Commissioners on the upcoming project. The team will present the project's scope of work, which includes adding sidewalk, adding midblock crossings, etc. Mr. Hernandez stated that a resolution will be presented to commissioners addressing the approval of the project. An additional resolution will be presented to commissioners at an upcoming commission meeting with specifics about the project. Mr. Hernandez clarified that a subsequent resolution will be presented in the future for the lighting Locally Funded Agreements (LFA).

- Mr. Hernandez referenced an existing agreement that will need to be updated. Mr. Ribbeck explained that coordination with the County is ongoing. Based on coordination with the County, they stated that they will maintain the system as long as certain requirements are met including: 10% of the total amount of light assemblies placed are supplied to the County's yard.

- Mr. Hernandez reiterated that this meeting will be for the commission to understand the scope and intent of the project. Mr. Jorge Lopez asked for a timeframe of acceptance of the project and Mr. Hernandez responded that the project could potentially be accepted with a resolution by the commission right after Tuesday's presentation.

- Ms. Wang reiterated the project schedule and the urgency of meeting the schedule. Mr. Maher Maaliki reinforced Ms. Wang's concern with the schedule and how it impacts the design if the LFA is not signed since the lighting system will have to be completely redesigned. Mr. Hernandez explained that the commission prefers the decorative lighting and that paying the difference should not be an issue with Biscayne Park.

- Mr. Lopez requested that the commitment of the additional funds for the lighting and the approval of the LFA is accelerated. Mr. Hernandez explained that once the FDOT team present the project, he can get the LFA signed as soon as the August commission meeting. Mr. Lopez asked that this will be expedited and presented in the July meeting.

- In summary, the project is to be presented to the commission on June 2, 2020 for the acceptance of the scope. Once the project is accepted, a subsequent resolution will be presented in the July (or August) meetings for the acceptance of the additional funds for the lighting system.

Action items:

- Mr. Roman will e-mail meeting notes, presentation to Mr. Hernandez.
- Mr. Hernandez will e-mail the agenda and resolution.

Involvement needed from District Secretary or Directors:

N/A

Other information / notes:

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FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SIX

Meeting Summary

Project:

State Road (SR) 915/NE 6 Avenue from NE 113 Street to NE 121 Street

Project Identification Number:

443986-1-52-01

Project Manager:

Bao-Ying Wang, P.E.

Purpose of meeting:

The FDOT project team spoke with Biscayne Park Interim Village Manager David Hernandez to discuss the upcoming project workshop scheduled for potentially July 23, 2020.

Date/Time/Location of meeting:

Monday, June 22, 2020

11 p.m.

Go To Meeting

FDOT

FDOT Staff:

Bao-Ying Wang, P.E.

Cynthia Turcios

FDOT Consultants:

Rodolfo Roman, ISC

Jorge Lopez, HW Lochner, Inc.

Hans Ribbeck, Ribbeck Engineering, Inc.

Maher Maaliki, P.E., Ribbeck Engineering, Inc.

Village of Biscayne Park

David Hernandez, Village Manager

Media Involvement:

N/A

Key items discussed:

-Mr. Roman stated that a virtual public information workshop will be held potentially on July 23, 2020. He mentioned that a notification will be mailed to residents via United States Postal Office. Notifications will be mailed within the 400 feet radius. The workshop will also be advertised in the Miami Herald on the physical paper and online version, one-on-one briefings as needed with impacted property owners will be held prior to the workshop, an e-blast will be sent prior to the workshop, and a notice of the workshop will be posted on the FDOT website. Mr. Hernandez said he would send a list of resident's e-mails to Roman.

-Mr. Hernandez stated that the property owners who live at 11950 NE 6 Avenue, 11901 NE 6 Avenue, 11927 NE Avenue and 11520 NE 6 Avenue could oppose the installation of sidewalk for fear of eminent domain. He said that the public wants drainage, lighting, and landscape improvement. He believes that the public thinks the installation of the sidewalk is an intrusion.

- Mr. Hernandez said he received 25 phone calls from the public after the Department spray painted the area where the proposed sidewalk will be installed. He said the public was under the impression that construction was about to start. Mr. Roman mentioned that spray painting the area was a recommendation by Village Commissioner MacDonald Kennedy.

- Ms. Wang asked if the Village would be interested in decorative lighting. Mr. Hernandez said the Village is not going to entertain the maintenance liability, but they may consider paying the cost difference. Ms. Wang said FDOT will work on a tri-party agreement where Miami-Dade County will maintain the lighting, the Village will pay the difference and FDOT will install lighting.

- Ms. Wang suggested for the Village to present a resolution supporting the components of the project after the workshop. Mr. Hernandez agreed that a resolution supporting the project could be presented to the Village Commission for approval.

- Mr. Hernandez suggested the team to have an estimate of how long the construction will last. Mr. Ribbeck said currently it is estimated construction last 240 days.

-Mr. Hernandez said the public will be concerned with the Maintenance of Traffic (MOT). He says residents will not be in favor of drivers using residential streets as detours. Ms. Wang said there won't be any detours and the project does not encourage drivers to use inner streets. Mr. Ribbeck added that access on NE 6 Avenue will maintain during construction.

- Mr. Hernandez cautioned the team regarding properties encroaching FDOT Right-of-way (ROW). Mr. Ribbeck said the team has a plan to respond. Ms. Wang said the team will coordinate with the Department's Administration staff regarding encroachment.

Action items:

- Mr. Hernandez will send a list of e-mails to Mr. Roman.
- The project team will send an image of the proposed decorative street lighting.
- The project team will continue with the public involvement process and will follow up with an e-mail stating that the project will take place July 23, 2020.
- The project design team will coordinate with FDOT ROW staff on potential encroachment issues prior to the workshop.
- FDOT will invite ROW administration staff to the briefing meeting with upper management prior to the workshop and ROW administration will attend the virtual workshop.
- The design team will coordinate with FDOT D6 Legal for a Tri-Agency agreement or similar agreement stating that the Village will contribute to the decorative lighting and Miami-Dade County will maintain the decorative lighting.

Involvement needed from District Secretary or Directors:

N/A

Other information / notes:



FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SIX

Meeting Summary

Project:

State Road (SR) 915/NE 6 Avenue from NE 113 Street to NE 121 Street

Project Identification Numbers:

443986-1-52-01

Project Manager:

Jorge Loepz, P.E.

Purpose of meeting:

The team met with the Village of Biscayne Park staff to discuss upcoming roadway improvement project.

Date/Time/Location of meeting:

Thursday, November 7, 2019

10 a.m. to 11 a.m.

Village of Biscayne Park

893 NE 109 Street

Biscayne Park, FL

FDOT

FDOT Staff:

Jorge Lopez, P.E.

FDOT Consultants

FDOT Consultant:

Hans Ribbeck, PE, Ribbeck Engineering, Inc.

Maher Maaliki, PE, Ribbeck Engineering, Inc.

Shea Hansen, RLA, ISA, Monarch Landscape Architecture, LLC

Christopher Tillit, PE, Premiere Lighting and Traffic, Inc.

Rodolfo Roman, I, Infinite Source Communications

Biscayne Park:

David Hernandez

Media Involvement:

None.

Key items discussed:

Mr. Hernandez stated that the hedges are a major concern for the community. He believes that it will be difficult to convince the owners to allow the Department to remove landscaping within the right-of-way.

- Ms. Hansen clarified the scope of the landscaping within the project. The team said they will minimize landscape removal.
- Mr. Lopez indicated that trimming of hedges is a maintenance issue that is typically forwarded to Maintenance Department and is not addressed as part of construction projects. Any trimming done during construction will be a temporary solution that will not address the source of the problem.
- Mr. Hernandez asked if root barrier would be provided around the sidewalk. Ms. Hansen replied that 57 rock would be provided in lieu of the root barriers. Also, that sidewalk could be provided on top of some of the roots. The sidewalk would gradually transition up and down with soft slopes.
- Ms. Hansen also explained that certain invasive/exotic trees within the right-of-way will be removed. Mr. Maaliki explained that the team will hold meetings with impacted owners.
- Mr. Ribbeck indicated that some palms in the median could be temporarily relocated in order to construct the proposed French Drain.
- Mr. Hernandez stated that residents complain about vehicles knocking down palm trees. The public wants traffic calming devices. The team said the proposed project will include speed radar signs on both approaches.
- Mr. Hernandez stated that the community also requests internment curbs along the median to prevent drivers from running into the median sections. Mr. Maaliki explained that this could be a hazard since it could potentially case vehicles to ramp “up” upon impact.
- Mr. Hernandez explained that the community would also want to see mid-block crosswalks and crosswalks. The project team said the proposed project will install four crosswalks. The team will have to send the mid-block crosswalk request to the Traffic Operations Department to evaluate.
- Mr. Hernandez requested for the team to send communication letters to him. He will then have the village staff e-blast information about the team meeting with residents who will be impacted by the proposed project.
- The team said the proposed project will install 18-inch drainage however, it will not be along private properties.
- The team requested Mr. Hernandez to provide the Department with a letter with the village's requests (sidewalk, decorative lighting, crosswalks, midblock crossings and curbed medians).
- Mr. Lopez recommended to provide notification to Mr. Hernandez prior to any PIO efforts.

- Public Information Officer Rodolfo Roman stated that a meeting with impacted residents will be coordinated along with a public information meeting. Mr. Roman said he would advise Mr. Hernandez of the date.
- Mr. Hernandez explained that the community will not accept any lighting that is not decorative. Mr. Tillit explained that the price difference is significant and that it will be up to FDOT to accept the request. Mr. Tillit explained that there are poles that are decorative standing at a lower height which might be accepted by the Village. Mr. Hernandez agreed that this will be something acceptable but will have to be circulated to the staff.
- Mr. Hernandez explained that the Village will not come to agreement on any decorative lighting price difference nor maintenance agreement. Mr. Lopez stated that this will have to be brought to FDOT's attention.

Action items:

The team will prepare a letter informing residents of impacts.
Ms. Lopez will discuss with FDOT staff the request of the median curbs, decorative lighting and mid-block crossings.
The team will inform Mr. Hernandez of the upcoming public meetings.

Involvement needed from District Secretary or Directors:

None.

Other information / notes:

None.



FLORIDA DEPARTMENT OF TRANSPORTATION DISTRICT SIX

Meeting Summary

Project:

State Road (SR) 915/NE 6 Avenue from NE 113 Street to NE 121 Street

Project Identification Numbers:

443986-1-52-01

Project Manager:

Jorge Loepz, P.E.

Purpose of meeting:

The team met with the Village of Biscayne Park staff to discuss upcoming roadway improvement project.

Date/Time/Location of meeting:

Thursday, November 7, 2019
10 a.m. to 11 a.m.
Village of Biscayne Park
893 NE 109 Street
Biscayne Park, FL

FDOT

FDOT Staff:
Jorge Lopez, P.E.

FDOT Consultants

FDOT Consultant:
Hans Ribbeck, PE, Ribbeck Engineering, Inc.
Maher Maaliki, PE, Ribbeck Engineering, Inc.
Shea Hansen, RLA, ISA, Monarch Landscape Architecture, LLC
Christopher Tillit, PE, Premiere Lighting and Traffic, Inc.
Rodolfo Roman, I, Infinite Source Communications

Biscayne Park:
David Hernandez

Media Involvement:

None.

Key items discussed:

Mr. Hernandez stated that the hedges are a major concern for the community. He believes that it will be difficult to convince the owners to allow the Department to remove landscaping within the right-of-way.

- Ms. Hansen clarified the scope of the landscaping within the project. The team said they will minimize landscape removal.
- Mr. Lopez indicated that trimming of hedges is a maintenance issue that is typically forwarded to Maintenance Department and is not addressed as part of construction projects. Any trimming done during construction will be a temporary solution that will not address the source of the problem.
- Mr. Hernandez asked if root barrier would be provided around the sidewalk. Ms. Hansen replied that 57 rock would be provided in lieu of the root barriers. Also, that sidewalk could be provided on top of some of the roots. The sidewalk would gradually transition up and down with soft slopes.
- Ms. Hansen also explained that certain invasive/exotic trees within the right-of-way will be removed. Mr. Maaliki explained that the team will hold meetings with impacted owners.
- Mr. Ribbeck indicated that some palms in the median could be temporarily relocated in order to construct the proposed French Drain.
- Mr. Hernandez stated that residents complain about vehicles knocking down palm trees. The public wants traffic calming devices. The team said the proposed project will include speed radar signs on both approaches.
- Mr. Hernandez stated that the community also requests internment curbs along the median to prevent drivers from running into the median sections. Mr. Maaliki explained that this could be a hazard since it could potentially case vehicles to ramp “up” upon impact.
- Mr. Hernandez explained that the community would also want to see mid-block crosswalks and crosswalks. The project team said the proposed project will install four crosswalks. The team will have to send the mid-block crosswalk request to the Traffic Operations Department to evaluate.
- Mr. Hernandez requested for the team to send communication letters to him. He will then have the village staff e-blast information about the team meeting with residents who will be impacted by the proposed project.
- The team said the proposed project will install 18-inch drainage however, it will not be along private properties.
- The team requested Mr. Hernandez to provide the Department with a letter with the village's requests (sidewalk, decorative lighting, crosswalks, midblock crossings and curbed medians).
- Mr. Lopez recommended to provide notification to Mr. Hernandez prior to any PIO efforts.

- Public Information Officer Rodolfo Roman stated that a meeting with impacted residents will be coordinated along with a public information meeting. Mr. Roman said he would advise Mr. Hernandez of the date.
- Mr. Hernandez explained that the community will not accept any lighting that is not decorative. Mr. Tillit explained that the price difference is significant and that it will be up to FDOT to accept the request. Mr. Tillit explained that there are poles that are decorative standing at a lower height which might be accepted by the Village. Mr. Hernandez agreed that this will be something acceptable but will have to be circulated to the staff.
- Mr. Hernandez explained that the Village will not come to agreement on any decorative lighting price difference nor maintenance agreement. Mr. Lopez stated that this will have to be brought to FDOT's attention.

Action items:

The team will prepare a letter informing residents of impacts.
Ms. Lopez will discuss with FDOT staff the request of the median curbs, decorative lighting and mid-block crossings.
The team will inform Mr. Hernandez of the upcoming public meetings.

Involvement needed from District Secretary or Directors:

None.

Other information / notes:

None.



MINUTES OF MEETING

Meeting Date: February 7th, 2020

Meeting Time: 11:00 AM

Meeting Place: FDOT District 6 – Conference Room A
1000 N.W. 111 Avenue
Miami, Florida 33172

Subject: **SR 915 / NE 6th Avenue**
From NE 113th Street to NE 121st Street
FM No. 443986-1-52-01

Project Description: Sidewalk Improvements

Purpose: Coordination Meeting between FDOT and Village of Biscayne Park

Prepared By: Hans Ribbeck, PE

Copies To: Attendees (via e-mail); Project File

ATTENDEES: Judy Solaun-Gonzalez, P.E. (District Consultant Project Management Engineer); David Hernandez (Village of Biscayne Park City Manager and Public Works Director); Jorge Lopez, P.E. (District Consultant Project Manager); Claudia Castro (Village of Biscayne Park Inspector/Assistant); Hans Ribbeck, P.E. (Design Project Manager); Maher Maaliki, P.E. (Lead Roadway Engineer); Chris Tillit, P.E. (Design Lighting Engineer)

A coordination meeting between FDOT, the Village of Biscayne Park and the Consultant Designer was held on February 7th, 2020 at FDOT District 6 – Conference Room A. The purpose of the meeting was to coordinate with the Village of Biscayne Park and FDOT Consultant Management some of the requests made by the Village during previous coordination meetings for this sidewalk improvement project. The following are submitted as a record of the items discussed:

All the attendees introduced their name and position.

Below is a summary of the additional comments.

- Mr. David Hernandez addressed concerns and stated he wanted midblock crosswalks. Ms. Judy Solaun-Gonzalez stated that a study was conducted in 2015. Mr. Hans Ribbeck explained that the study did not determine if midblock crosswalks are warranted without an existing sidewalk.
- Mr. David Hernandez asked Mr. Hans Ribbeck for the cost of midblock crossing. Mr. Hans Ribbeck responded it would be around \$20,000 and presented Mr. David Hernandez with the study. Ms. Judy Solaun-Gonzalez clarified that a study can be redone but might not warrant a midblock crossing without

the sidewalk in place. Mr. Jorge Lopez clarified that the study would dictate the location of the midblock crossing. Mr. David Hernandez will let FDOT know what the Village of Biscayne Park would prefer.

- Mr. David Hernandez stated that the existing lighting is outdated; he stated that after Hurricane Irma there are lights missing and that it is unacceptable for the Village to maintain lights. He clarified that the existing lighting was decorative and pedestrian friendly and believes the cost is the same for maintenance. Therefore, he urges FDOT to consider decorative lighting without the liability nor maintenance towards the Village, and believes this is not a burden to FDOT.
- Ms. Judy Solaun-Gonzalez stated that maintenance agreements for decorative lighting is common and done on multiple projects. Mr. David Hernandez clarified that the Village might negotiate paying the difference on decorative lighting but not the maintenance. Ms. Judy Solaun-Gonzalez will obtain the details of the maintenance agreement in which further clarification will be sent to the Village on whom maintains the lights and whom incurs the cost of the electrical bill.
- Mr. David Hernandez stated the Village inherited the maintenance for the landscaping within the median after FDOT landscaped the median. Mr. David Hernandez stated this is a constant problem with crashes knocking down the trees in the median. He asked what can be placed in the median to prevent vehicles from entering the median and minimizing accidents. Ms. Judy Solaun-Gonzalez and Mr. Hans Ribbeck stated that curb and gutter is not an option because it will impact drainage patterns.
- Mr. David Hernandez recommends RPM's along the median and all attendees agreed to add RPMS along the inside and outside edges.
- Mr. David Hernandez stated that FDOT will need to conduct a presentation for the Village due to all the new appointees.
- Mr. David Hernandez States that the sidewalk is key but the removal of hedges could cause a political issue. He urges FDOT to use the safety perspective as a reason when communicating with the public to remove the shrubs and or trees.
- Mr. David Hernandez requests that Ribbeck Engineering, Inc. coordinate with transit. Mr. Hans Ribbeck explained that at 60% project completion, they will then submit the plans to FDOT whom then distributes the plans to the Village and transit. Mr. Hans Ribbeck then clarified that the Public Meeting will be held after the project is 60% complete.
- Mr. David Hernandez will let FDOT know by next week if FDOT should revisit the pedestrian safety study.
- Ms. Judy Solaun-Gonzalez will send the Village a copy of the MMOA. The Village will let FDOT know if lighting will be standard or decorative lighting.
- Ms. Judy Solaun-Gonzalez clarified that design is at 60% and that time is of the essence.
- Mr. Hans Ribbeck expressed concerns with the schedule as the lighting layout is essential in order to finalize the lateral offset design variation.
- Mr. David Hernandez requested additional cost of Deco Lightings from Mr. Chris Tillit which he ASAP.
- Mr. Hans Ribbeck stated that initial lighting cost estimates comparison between conventional and decorative lighting will be provided by the beginning of the week and asked the Village to expedite response to FDOT regarding the lighting.

If there are any questions or additional comments regarding the preceding information, please do not hesitate to contact our office. If correspondence is not received within 3 days of receipt of this document, this action will be construed as a confirmation of the information herein.



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 9.b

TO: Honorable Mayor & Members of the
Biscayne Park Village Commission

FROM: Roseann Prado, Interim Village Attorney

DATE: August 4, 2020

TITLE: Resolution 2020-36 – Interim Village Manager Compensation

Background

At the Special Commission meeting of July 23, 2020, Roseann Prado, Village Clerk was appointed Interim Village Manager due to the resignation of former Interim Village Manager David Hernandez on July 13, 2020.

A salary increase was discussed utilizing the same bi-weekly salary paid in accord with the Village's regular payroll cycle. An additional amount of \$ 15,000.00 annually which reflects an additional bi-weekly amount of \$ 576.92, subject to withholding required by law.

Mrs. Prado shall serve as Interim Village Manager of the Village of Biscayne Park and have the authority to discharge those duties and responsibilities set forth in the Village Charter and Code of Ordinances until the Village Commission appoints a permanent Village Manager. Upon the appointment of a permanent Village Manager, Mrs. Prado will return to her position of Village Clerk at her then current salary.

Resource Impact

Bi-Weekly gross salary Village Clerk - \$ 2,184.00
Additional gross amount - \$ 576.92
Bi-Weekly gross salary Interim Village Manager - \$ 2,760.92

Attachment(s)

- Resolution 2020-36 - Interim Village Manager Compensation

Prepared by: Roseann Prado, Village Clerk

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RESOLUTION NO. 2020-36

A RESOLUTION OF THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, INCREASING THE COMPENSATION OF THE VILLAGE CLERK DURING HER TENURE AS THE INTERIM VILLAGE MANAGER; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and

WHEREAS, effective July 16, 2020 the Village Commission appointed the Village Clerk, Roseann Prado, as the Interim Village Manager until the position of permanent Village Manager is otherwise filled by the Village Commission; and

WHEREAS, during her tenure as Interim Village Manager, Ms. Prado will continue to serve as the Village Clerk; and

WHEREAS, the Village Commission finds it to be in the best interests of the residents of the Village to increase the salary of the Village Clerk during her tenure as the Interim Village Manager to reflect the additional responsibilities she is undertaking.

NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, THAT:

Section 1. Recitals. The above recitals are true and correct, and incorporated herein by this reference and are hereby adopted as the legislative and administrative findings of the Village Commission.

Section 2. Clerk’s Appointment as Interim Village Manager & Compensation. The Village Commission ratifies the appointment of the Village Clerk – Roseann Prado – as the Interim Village Manger retroactive to July 16, 2020 and authorizes an increase in the salary of Village Clerk/Interim Village Manager Roseann Prado as follows:

1. Bi-weekly salary increase of \$ \$ 576.92 with contributions to the Florida Retirement System (FRS) calculated at the rate of 21.43% (HM/PM Senior Management Service Class).

Mrs. Prado shall serve as Interim Village Manager of the Village of Biscayne Park and have the authority to discharge those duties and responsibilities set forth in the Village Charter and Code of Ordinances until the Village Commission appoints a permanent Village Manager. Upon the appointment of a permanent Village Manager, Mrs. Prado will return to her position of Village Clerk at her then current salary with contribution to the FRS calculated at the rate of 7.26% (RA/QA Regular).

Section 3. Severability. If any section, sentence, clause or phrase herein is held to be invalid by any court of competent jurisdiction, then said holding shall in no way affect the validity of the remaining portions of this Resolution.

Agreement for Interim Village Manager

THIS AGREEMENT (the “Agreement”) is made and entered into this 23rd day of July, 2020 between the Village of Biscayne Park (the “Village”) and Roseann Prado (the “Employee”), pursuant to the following terms and conditions:

WHEREAS, the Village is organized under its Charter as a Commission-Manager form of government; and

WHEREAS, pursuant to the Village’s Code of Ordinances, the day to day management of the Village is provided by a professional Village Manager; and

WHEREAS, effective July 13, 2020, the position of Village Manager for the Village of Biscayne Park will become vacant; and

WHEREAS, employee currently serves as Village Clerk since April 16, 2018, and

WHEREAS, because of the Employee’s unique knowledge and experience working with the Village Commission, staff, on-going projects, and the community, the Village desires to employ Employee as Interim Village Manager until such time a new Village Manager has been selected; and

WHEREAS, the Village desires for the Employee to resume her position of Village Clerk when a new Village Manager is in place.

NOW THEREFORE, in consideration of the mutual promises contained herein, and based upon the provisions set forth above, Village and Employee agree as follows:

Section 1: Duties and Authority

Employee shall serve as Interim Village Manager of the Village of Biscayne Park and have the authority to discharge those duties and responsibilities set forth in its Code of Ordinances.

Upon the appointment of a new Village Manager, Employee returns to her current position of Village Clerk.

Section 2: Term of Agreement

This agreement will go into effect on July 23, 2020, and will terminate on the start date of the newly appointed Village Manager.

Section 3: Hours and Compensation

During her employment, Employee shall devote such time, interest and effort to the performance of this Agreement as is necessary to duly carry out the duties and responsibilities of

the position. Employee shall be paid an additional amount of \$ 15,000.00 annually which reflects an additional amount of \$ 576.92 to the Employee regular bi-weekly in accord with the Village's regular payroll cycle, and subject to withholding required by law. Contribution to the Florida Retirement System (FRS) will be calculated at the rate of 21.43% (HM/PM Senior Management Service Class).

Upon the appointment of a new Village Manager, Employee will return to her current salary as Village Clerk of \$ 2,184.00 bi-weekly. Contribution to FRS will be calculated at the rate of 7.26% (RA/QA Regular).

Section 5: Entire Agreement

This Agreement constitutes the entire understanding and agreement of the parties hereto and can only be modified, amended or revoked with the express written consent of all the parties.

WHEREFORE, the Village and the Employee have caused this Agreement to be signed and executed the day and year first above written.

EMPLOYEE

VILLAGE OF BISCAYNE PARK, FL

Roseann Prado

Virginia O'Halpin, Mayor

APPROVED AS TO FORM:

John R. Herin Jr., Interim Village Attorney



CARLOS A. GIMENEZ
MAYOR
MIAMI-DADE COUNTY

July 29, 2020

Dear Union and Municipal Leaders:

Our first responders are always at the front lines, ready to serve in any emergency. The COVID-19 pandemic is an emergency without precedent, requiring extraordinary efforts of our first responders to keep our community safe and healthy. At the July 27, 2020 Special Meeting of the Board of County Commissioners, the Board accepted a report regarding the utilization of CARES Act funding. One of the recommended allocations is the payment of a one (1) percent hazardous duty supplement for all first responders in geographic Miami-Dade County substantially dedicated to mitigating the impact of the pandemic, as allowed by the CARES Act legislation. This supplement will be paid retroactively to the beginning of the declared emergency and continue until the emergency declaration is lifted, but consistent with CARES Act legislation, no later than December 31, 2020.

So that we may expedite the payment of this supplement, please develop the appropriate memoranda of understanding or other documentation to allow the application of such supplement as required by your respective collective bargaining agreements and submit to Miami-Dade County via Edward.Marquez@miamidade.gov as quickly as possible. Each jurisdiction should also submit appropriate payroll documentation in order to support the funding required for each department to provide the supplement. Authorization of the payments will be authorized through the interlocal agreements to be used for CARES Act reimbursements which will be approved by the Board of County Commissioners.

As a former firefighter, I know that first responders are prepared to put themselves in dangerous situations when they respond to emergencies. However, what has been required of our first responders during this pandemic is without compare and deserves recognition and remuneration.

Sincerely,

A handwritten signature in blue ink, appearing to read "Carlos A. Gimenez", is written over a horizontal line.

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RESOLUTION NO. 2020-37

A RESOLUTION OF THE MAYOR AND VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE INTERIM VILLAGE MANAGER TO EXECUTE A MEMORANDUM OF UNDERSTANDING BETWEEN THE DADE COUNTY POLICE BENEVOLENT ASSOCIATION, INC. AND THE VILLAGE OF BISCAYNE PARK, AUTHORIZING A TEMPORARY ONE PERCENT (1%) PAY INCREASE RELATED TO THE COVID-19 PANDEMIC; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and; and

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WHEREAS, The Village of Biscayne Park (“Village”) is currently experiencing the effects of the COVID-19 pandemic which has resulted in a severe drain of resources due to the public health emergency; and

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WHEREAS, due to the COVID-19 public health emergency first responders have expanded duties with an increased exposure to COVID-19; and

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WHEREAS, the Coronavirus Aid, Relief and Economic Securities Act (“CARES”) provides a relief fund to state, local, and tribal governments intended to assist in the fight against COVID-19; and

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WHEREAS, the Dade County Police Benevolent Association, Inc. (“PBA”) and Village are desirous of providing a temporary one percent (1%) pay increase to its police officers assigned to COVID-19 work as set forth in the attached Memorandum of Understanding (“MOU”), for which the Village is eligible for reimbursement under CARES; and

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WHEREAS, the Village Commission finds it to be in the best interests of the Village and its residents to authorize the Interim Village Manager to execute the MOU between the PBA and the Village, and to expend budgeted funds on behalf of the Village.

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NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, THAT:

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Section 1. Recitals. The above recitals are true and correct, and incorporated herein by this reference and are hereby adopted as the legislative and administrative findings of the Village Commission.

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Section 2. Pay Increase MOU. The MOU between the PBA and the Village authorizing a temporary one percent (1%) pay increase to its police officers assigned to COVID-19 work, attached hereto and incorporated herein as Exhibit “1”, is hereby approved and the Interim Village Manger is authorized to execute the MOU and expend budgeted funds on behalf of the Village. The Interim Village Manger is further authorized to take all necessary steps to seek CARES reimbursement of properly expended Village funds.

1 **Section 3. Severability.** If any section, sentence, clause or phrase herein is held to be invalid
2 by any court of competent jurisdiction, then said holding shall in no way affect the validity of the
3 remaining portions of this Resolution.

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5 **Section 4. Effective Date.** This Resolution shall become effective immediately upon its
6 adoption.

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8 **PASSED AND ADOPTED** this 4th day of August, 2020.

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10 The foregoing Resolution was offered by _____, who moved its adoption. The
11 motion was seconded by _____, and upon being put to a vote the vote was as
12 follows:

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15 Virginia O’Halpin, Mayor _____

16 MacDonald Kennedy, Vice Mayor _____

17 Daniel Samaria, Commissioner _____

18 Roxanna Ross, Commissioner _____

19 William Tudor, Commissioner _____

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22 VILLAGE OF BISCAYNE PARK

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25 _____
26 Virginia “Ginny” O’Halpin, Mayor

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28 ATTEST:

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31 _____
32 Roseann Prado, Village Clerk

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36 APPROVED AS TO FORM AND LEGAL SUFFICIENCY FOR THE
37 USE AND RELIANCE OF THE VILLAGE OF BISCAYNE PARK ONLY:

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40 _____
41 John R. Herin, Jr., Interim Village Attorney

MEMORANDUM OF UNDERSTANDING BETWEEN
THE VILLAGE OF BISCAYNE PARK AND
THE DADE COUNTY POLICE BENEVOLENT ASSOCIATION, INC.

This MEMORANDUM OF UNDERSTANDING ("MOU") is entered this ____ day of **August**, 2020, between the DADE COUNTY POLICE BENEVOLENT ASSOCIATION, INC. ("PBA") and THE VILLAGE OF BISCAYNE PARK ("Village"), jointly referred to as the ("PARTIES").

WHEREAS, The Village of Biscayne Park is currently experiencing the effects of the COVID-19 pandemic which has resulted in a severe drain of resources due to the public health emergency; and

WHEREAS, due to the COVID-19 public health emergency first responders have expanded duties with an increased exposure to COVID-19; and

WHEREAS, the Coronavirus Aid, Relief and Economic Securities Act ("CARES") provides a relief fund to State, Local, and Tribal governments which is intended to assist in the fight against COVID-19; and

WHEREAS, the PARTIES are desirous of providing the available funding to its first responders such as sworn law enforcement personnel.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, the PARTIES intending to be legally bound do hereby stipulate and agree as follows:

1. Sworn law enforcement employees as defined by Chapter 943 Florida Statutes who are included within a bargaining unit covered by a collective bargaining agreement between the Village and the PBA ("Covered Employee"), shall receive a one percent (1%) pay adjustment to their base pay for the performance of their duties specifically related to the coronavirus retroactive to April 01, 2020 as provided in paragraph 2. The Covered Employee's rate of base pay on August 1, 2020 shall be used for the computation of the one percent (1%) pay adjustment regardless of the date in which the work assignment was performed.
2. The one percent (1%) pay adjustment shall be paid only for the time the Covered Employee actually worked on assignments related to the COVID-19 pandemic and shall be applied on an hour for hour basis and not based on the entire shift

unless applicable. The PBA and the Village both agree that the determination of whether an assignment qualifies for payment of the 1% pay adjustment provided by this MOU and the amount of hours that are eligible for payment of this 1% pay adjustment are entirely within the discretion of the Village, after consultation with the PBA.

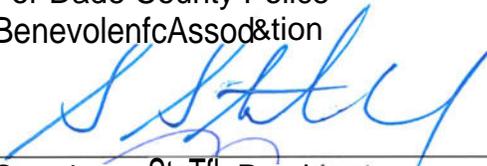
- 3. The one percent (1%) pay adjustment provided by this MOU shall permanently cease to exist effective the first full pay period of December 2020.
- 4. The PARTIES agree and state that no promise, inducement or agreement not expressly contained herein has been made, that this MOU constitutes their entire and final understanding to the subject matter of this agreement, and that the terms of this MOU are contractual and not a mere recital.
- 5. The PARTIES understand that this Memorandum of Understanding and the 1% pay adjustment will be implemented only after ratification by both the PBA's bargaining unit members and the Village Commissioners.

IN WITNESS WHEREOF, the undersigned parties have caused this Agreement to be executed by their duly authorized representatives as of the day and year first above written.

AGREED TO THIS ____ DAY OF AUGUST, 2020.

For Dade County Police
Benevolent Association

For Village of Biscayne Park



 Steadman Staff, President


 _____, Village Manager



 Witness

 Witness



 Witness

 Witness



 Andrew M. Axelrad, General Counsel

 Witness

**Coronavirus Relief Fund
Frequently Asked Questions
Updated as of July 8, 2020**

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

¹ The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. **These classes of employees include public safety**, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

May a State impose restrictions on transfers of funds to local governments?

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?

No. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

May recipients use Fund payments to provide loans?

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

May funds be used to satisfy non-federal matching requirements under the Stafford Act?

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

Are Fund payments to State, territorial, local, and tribal governments considered grants?

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Are Fund payments subject to other requirements of the Uniform Guidance?

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?

Yes. The CFDA number assigned to the Fund is 21.019.

If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-

specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 9.d.

TO: Honorable Mayor & Members of the Biscayne Park Village Commission

FROM: Roseann Prado, Interim Village Manager

DATE: August 4, 2020

TITLE: Resolution 2020-38 A Resolution Of The Mayor And Village Commission Of The Village Of Biscayne Park, Florida, Authorizing The Interim Village Man-Ager To Execute An Interlocal Agreement Between Miami-Dade County And The Village Of Biscayne Park, Regarding Implementation Of The Federal Coronavirus Aid, Relief, And Economic Security Act; Providing For Severability; And Providing For An Effective Date

Recommendation

Staff recommends approval of Resolution 2020-38 and execution of the attached Interlocal Agreement with Miami-Dade County regarding CARES Act Corona Relief Fund (CRF) distribution.

Background

The Interlocal Agreement will allow the Village to receive reimbursement of COVID-19 related expenses, incurred from March 1, 2020 through December 30, 2020, under the CARES Act.

Resource Impact

Potential reimbursements of COVID-19 expenses.

Attachment(s)

- Resolution 2020-38
 - Interlocal Agreement between Village of Biscayne Park and Miami-Dade County.
-

Prepared by: Roseann Prado, Interim Village Manager

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RESOLUTION NO. 2020-38

A RESOLUTION OF THE MAYOR AND VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, AUTHORIZING THE INTERIM VILLAGE MANAGER TO EXECUTE AN INTERLOCAL AGREEMENT BETWEEN MIAMI-DADE COUNTY AND THE VILLAGE OF BISCAYNE PARK, REGARDING IMPLEMENTATION OF THE FEDERAL CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE.

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WHEREAS, Florida Statutes provide that municipalities shall have the governmental, corporate, and proprietary powers to enable them to conduct municipal government, perform municipal functions, and render municipal service, and exercise any power for municipal purposes, except when expressly prohibited by law; and; and

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WHEREAS, Chapter 163, *Fla. Stat.*, authorizes local governmental units to make the most efficient use of their powers by enabling them to cooperate with other localities on a basis of mutual advantage and thereby 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

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WHEREAS, The Village of Biscayne Park (“Village”) is currently experiencing the effects of the COVID-19 pandemic which has resulted in a severe drain of resources due to the public health emergency; and

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WHEREAS, due to the COVID-19 public health emergency first responders have expanded duties with an increased exposure to COVID-19; and

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WHEREAS, the Coronavirus Aid, Relief and Economic Securities Act (“CARES”) provides a relief fund to state, local, and tribal governments intended to assist in the fight against COVID-19; and

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WHEREAS, the primary purpose of the Interlocal Agreement (“Agreement”) between Miami-Dade County (“County”) and the Village is to ensure the effective and timely dissemination of allocated Corona Relief Fund (CRF) dollars reimbursing the Village for eligible activities under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act); and

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WHEREAS, the Agreement to provide funding to local municipalities if all conditions are met to enable the County to remain in compliance with the Department of Treasury’s Office of Inspector General’s memorandum regarding CRF Monitoring, Reporting and Record Retention Requirements; and

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WHEREAS, the Village Commission finds it to be in the best interests of the Village and its residents to authorize the Interim Village Manager to execute the Agreement between the County and the Village.

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NOW, THEREFORE, BE IT RESOLVED BY THE VILLAGE COMMISSION OF THE VILLAGE OF BISCAYNE PARK, FLORIDA, THAT:

**INTERLOCAL AGREEMENT
FOR FEDERALLY-FUNDED SUBAWARD**

This Interlocal Agreement (“Agreement”) entered into this ___ day of _____ 2020, by and between Miami-Dade County, a political subdivision of the State of Florida (“County”), and _____, a municipal corporation located within the geographic boundaries of Miami-Dade County, Florida (“Municipality”).

For the purposes of this Agreement, the County serves as the Pass-through entity for a Federal Award, and the Sub-Recipient (“Municipality”) serves as the recipient of a subaward.

RECITALS

WHEREAS, 2 Code of Federal Regulations (C.F.R.) §200.92 states that a “subaward may be provided through any form of legal Agreement, including an Agreement that the County considers a contract.”

WHEREAS, this Agreement sets forth the terms and understanding between the named Parties to pursue their mutual interest in responding to and recovering from Coronavirus Disease 2019 (COVID-19).

WHEREAS, the primary purpose of this Agreement is to ensure the effective and timely dissemination of allocated Corona Relief Fund (CRF) dollars reimbursing the local municipality for eligible activities under the Coronavirus Aid, Relief, and Economic Security Act (CARES Act).

WHEREAS, this Agreement is not a legal requirement of the United States Department of Treasury, but rather is a voluntary Agreement to provide funding to local municipalities if all conditions are met to enable the County to remain in compliance with the Department of Treasury’s Office of Inspector General’s memorandum regarding CRF Monitoring, Reporting and Record Retention Requirements (Exhibit 3).

WHEREAS, Miami-Dade County was awarded Funds under the CRF through the CARES Act.

WHEREAS, as allowed under the Department of Treasury’s guidance pertaining to the Fund, the County will reimburse the Municipality for certain eligible CRF activities as outlined in the U.S. Department of Treasury’s “*Coronavirus Relief Fund Guidance for State, Territorial, Local and Tribal Governments*” as well as the most current “*Coronavirus Relief Fund Frequently Asked Questions*” (Exhibits 1 and 2).

DEFINITIONS

- A. "CARES Act" shall mean Coronavirus Aid, Relief, and Economic Security Act.
- B. "CRF" shall mean Coronavirus Relief Fund.
- C. "Contractor" shall mean any entity, public or private, providing services as described in this Agreement.
- D. "County" shall mean Miami-Dade County, Florida.
- E. "Federal Award" shall mean Federal financial assistance that a non-Federal entity receives directly from a Federal Awarding Agency or indirectly from a Pass-through entity per 2 C.F.R. §200.38.
- F. "The Agreement" shall mean this Interlocal (subaward) Agreement for the Federally-Funded CRF.
- G. "Pass-through entity" shall mean a non-Federal entity that provides a subaward to a Sub-Recipient to carry out part of a Federal program per 2 C.F.R. §200.74.
- H. "Subaward" shall mean an award provided by a Pass-through entity to a Sub-Recipient for the Sub-Recipient to carry out part of a Federal Award received by the Pass-through entity per 2 C.F.R. §200.93.
- I. "Sub-Recipient" shall mean a non-Federal entity, such as a Municipality, that receives a subaward from a Pass-through entity to carry out part of a Federal program per 2 C.F.R. §200.93.

SUBAWARD INFORMATION

The following Agreement information is provided pursuant to 2 C.F.R. §200.331(a)(1):

Sub-Recipient's name:	_____
Sub-Recipient's unique entity identifier:	_____
Federal Award Date:	<u>March 13, 2020</u>
Name of Federal Awarding Agency:	<u>U.S. Treasury Department</u>
Name of Pass-through entity:	<u>Miami-Dade County</u>
Catalog of Federal Domestic Assistance (CFDA) Number and Name:	<u>21.019 Coronavirus Relief Fund</u>

**ARTICLE I
REPRESENTATIONS**

A. The Municipality represents that it is fully qualified and eligible to receive these CARES Act Funds.

B. The Municipality certifies that it has the legal authority to receive the CARES Act Funds under this Agreement and that its governing body has authorized the execution and acceptance of this Agreement. The Municipality also certifies that the undersigned person has the authority to legally execute and bind the Municipality to the terms of this Agreement.

C. The Municipality, by its decision to participate in this CARES Act Program, bears the ultimate responsibility for ensuring compliance with all applicable State and Federal laws, regulations and policies, and bears the ultimate consequences of any adverse decisions rendered by the County, the Federal Awarding Agency, or any other Federal agencies with audit, regulatory, or enforcement authority.

D. The County received these CARES Act Funds from the Federal government, and the County has the authority to subgrant these CARES Act Funds to the Municipality upon the terms and conditions outlined herein.

E. The County, as the Pass-through entity and fiduciary of such Federal Funding, reserves the right to demand that the Municipality comply with all applicable County, State and Federal laws, regulations and policies, terminate reimbursements, and take any and all other actions it deems appropriate to protect those CARES Act Funds for which it is responsible.

**ARTICLE II
RESPONSIBILITIES**

A. The Parties to this Agreement shall work together in a cooperative and coordinated effort, and in such a manner and fashion to utilize the CRF Funds most effectively and efficiently, to respond to and recover from COVID-19.

B. Both the County and the Municipality are expected to remain in compliance with the Treasury Department's Guidance and FAQ's regarding CRF as outlined in Exhibits 1 and 2. As demonstrated since the initial publishing of the FAQ's, these are subject to change. The County's acceptance of an activity will be based on the information available at that time. If further clarification from the Treasury Department later determines that activity to be ineligible, the Municipality will be expected to either return the advanced Funds or propose an alternate eligible activity.

**ARTICLE III
TERMS OF AGREEMENT**

A. This Agreement will begin upon execution by both Parties and shall end upon closeout of the Municipality's account for this disaster by the County and/or the Federal Awarding Agency, unless terminated earlier as specified elsewhere in this Agreement.

B. The Municipality may seek reimbursement under this Agreement only for allowable costs incurred through December 30, 2020. Any funds not spent by this deadline shall be returned to the County.

C. The County may terminate this Agreement for cause after seven (7) days written notice. Cause can include Funds not being expended in a timely manner, misuse of Funds, fraud, lack of compliance with applicable rules, laws and regulations, and refusal by the Municipality to permit public access to any document, paper, letter, or other material subject to disclosure under Chapter 119, Florida Statutes, as amended. Upon such termination, the Municipality shall within thirty (30) days, return all unexpended Funds to the County, or the County will reimburse the Municipality for any remaining eligible expenditures through the date of termination.

D. The County may terminate this Agreement for convenience or when it determines, in its sole discretion, that continuing the Agreement would not produce beneficial results in line with the further expenditure of Funds, by providing the Municipality with seven (7) days prior written notice.

E. The Parties may agree to terminate this Agreement for their mutual convenience through a written amendment of this Agreement.

F. In the event that this Agreement is terminated, the Municipality will not incur new obligations after the Municipality has received the notification of termination.

**ARTICLE IV
LAWS, RULES, REGULATIONS AND POLICIES**

Performance under this Agreement is subject to Section 601(a) of the Social Security Act, as incorporated by Section 5001 of the "CARES Act". Fund payments are only subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 CFR §200.303 regarding Internal Controls, 2 CFR §§200.330 through 200.332 regarding Sub-Recipient Monitoring and Management, and Subpart F regarding Audit Requirements. Pursuant to Exhibit 1, the CARES Act provides that payments from the Fund may only be used to cover costs that:

A. are necessary expenditures incurred due to the public health emergency with respect to the COVID-19;

B. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the County or Municipality; and

C. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.

**ARTICLE V
CONTACTS**

The County's Contract Manager shall be responsible for enforcing performance of this Agreement's terms and conditions and shall serve as the County's liaison with the Municipality. As part of his/her duties, the Contract Manager for the County shall monitor, review, and document all activities for which the Municipality requests payment.

A. The County's Contract Manager for this Agreement is:

Name: Barbara Gomez, CPA
Title: Deputy Director, Miami-Dade County Finance Department
Address: 111 N.W. 1st Street, Suite 2550
Miami, Florida 33128-1900
Telephone: (305) 375-5245
Email: Barbara.Gomez@miamidade.gov

B. The name and address of the Representative of the Municipality responsible for the administration of this Agreement is:

Name: _____
Title: _____
Address: _____

Telephone: _____
Email: _____

C. In the event that different representatives or addresses are designated by either Party after execution of this Agreement, notice of the name, title, and address of the new representative will be provided to the other Party in writing via letter or electronic mail. It is the Municipality's responsibility to authorize its users in the County's Grants Management System. Only the Authorized or Primary Agents identified in Attachment A to this Agreement ("Designation of Authority") may authorize addition or removal of agency users.

**ARTICLE VI
REIMBURSEMENT OF ELIGIBLE COSTS**

A. The County will reimburse the Municipality for COVID-19 related and incurred operational expenses eligible to be paid by the Fund, other than FEMA Public Assistance (PA) eligible expenses, for the period of March 1, 2020 through December 30, 2020.

B. Whenever eligible, the Municipality will seek FEMA reimbursement rather than CRF reimbursement since the CRF can be used more readily to support the public's economic needs due to impacts of the pandemic.

C. The County will reimburse the Municipality the FEMA PA local match upon documentation of its application for FEMA reimbursement.

D. The County will reimburse the Municipality for CRF eligible operational costs, that are not FEMA reimbursable, within the following categories:

1. Personnel Costs - Payroll expenses for employees whose service are substantially dedicated to mitigating or responding to COVID19 public health emergency such as:
 - a. Park Attendant performing duties to enforce compliance with public health orders
 - b. Unbudgeted overtime to perform functions to mitigate or respond to COVID19 health emergency
2. Medical Expenses – Examples:
 - a. COVID19 testing
 - b. COVID19 tracing
 - c. Medical responses, including emergency transportation
3. Public Health - Examples:
 - a. Communication and enforcement of local health orders
 - b. Acquisition and Distribution of medical and protective supplies, such as sanitizing products, personal protection equipment for County employees and workers in connection with COVID19 public health emergency
 - c. Disinfection of public areas and other facilities
 - d. Public Safety measures undertaken in response to COVID19 - Quarantine Individuals

4. Actions to Facilitate Compliance Expenses - Examples:
 - a. Food deliveries to residents including senior citizens and other vulnerable populations, to enable compliance with public health precautions
 - b. Improvements to telework capabilities for public employees to enable compliance with public health precautions
 - c. Provide paid sick, family, and medical leave to public employees to enable compliance with public health precautions
5. Miscellaneous Expenditures - Any other COVID19 related expenses reasonably necessary to the function of government that satisfy the Fund's eligibility criteria and that are not FEMA reimbursable.

E. The Municipality will provide all documentation of costs to the County on the County's On-line Portal.

F. The County will audit all documentation for sufficiency and costs for eligibility and if in order, will reimburse the Municipality in an expedited manner. If not in order, the County will notify the Municipality of issues related to the submission.

G. The County will reimburse the Municipality for eligible economic support and assistance program costs that benefit residents and local businesses if the Board of County Commissioners appropriates CRF monies to such program(s). Economic support and assistance programs are not FEMA eligible and reimbursements for these programs must comply with Article VI (E) and (F), above.

ARTICLE VII FUNDING

The County, subject to availability, will provide Funds on a cost reimbursement basis to the Municipality for eligible activities approved by the County.

A. Any request for payment under this Agreement must include a certification, signed by an official who is authorized to legally bind the Municipality, which reads as follows: "By signing this report, I certify to the best of my knowledge and belief that the Report is true, complete, and accurate, and the expenditures, disbursements and cash receipts are for the purposes and objectives set forth in this Agreement".

B. The Municipality must complete Attachment A by designating at least three agents to execute any Requests for Reimbursement, certifications, changes to contacts, or other necessary documentation on behalf of the Municipality. Attachment A must be completed electronically and submitted via email to the County Contract Manager (see Article V).

C. The County will review all Requests for Reimbursement and only release funds for eligible, substantiated costs.

**ARTICLE VIII
PROCUREMENT**

A. The Municipality shall ensure that any procurement involving Funds authorized by the Agreement complies with all applicable Federal and State laws and regulations. For this event, the County and funding Federal Agency recognize that noncompetitive procurements may be necessary to save lives, to protect property and public health and to ensure public safety, as well as to lessen or avert the threat of a catastrophe. The President's unprecedented Nationwide Emergency Declaration and the Secretary of Health and Human Services' (HHS) declaration of a Public Health Emergency for COVID-19 establish that exigent and emergency circumstances currently exist. For the duration of the Public Health Emergency, which began January 27, 2020 as determined by HHS, local governments, tribal governments, nonprofits, and other non-state entities may proceed with new and existing noncompetitively procured contracts in order to protect property and public health and safety, or to lessen or avert the threats created by emergency situations for 1) emergency protective measures and 2) to respond to or address COVID-19.

B. If the Municipality contracts with any contractor or vendor for performance of any portion of the work required under this Agreement, the Municipality must incorporate into its contract with such contractor or vendor an indemnification clause holding the Federal Government, its employees and/or their contractors, the County, its employees and/or their contractors, and the Municipality and its employees and/or their contractors harmless from liability to third Parties for claims asserted under such contract.

**ARTICLE IX
PAYMENTS**

A. Requests for Reimbursement (RFR) serve as invoices and shall include the supporting documentation for all costs of the project or services in detail sufficient for a proper pre-audit and post-audit thereof. The final RFR shall be submitted within thirty (30) days after the expiration of this Agreement.

B. If the necessary Funds are not available to meet the funding obligations under this Agreement, as a result of action by the United States Congress, the Federal Office of Management and Budget, the County Chief Financial Officer, or under Article X (B) of this Agreement, all obligations on the part of the County to make any further payment of Funds shall terminate, and the Municipality shall submit its closeout report within thirty (30) days of receiving notice from the County.

C. If the Municipality separately invests amounts received under this Agreement, the interest earnings or other proceeds must be used to cover expenditures incurred in accordance with Section 601(d) of the Social Security Act and the Guidance on eligible expenditures (Exhibit 1). If the Municipality deposits Fund payments in its General Accounts, it may use the CRF dollars to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

**ARTICLE X
FUND REPAYMENT**

A. All refunds or repayments due to the County under this Agreement are due no later than thirty (30) days from notification by the County of Funds due.

B. The Municipality agrees that the County may withhold Funds otherwise payable to the Municipality upon a determination by the County or the Federal Awarding Agency that Funds exceeding eligible costs have been disbursed to the Municipality pursuant to this Agreement.

C. The Municipality understands and agrees that the County may offset any Funds due and payable to the Municipality until the debt to the County is satisfied.

D. All refunds or repayments due to the County under this Agreement are to be made payable to the order of "Miami-Dade County" and be mailed directly to the Contract Manager (as stipulated in Article V).

**ARTICLE XI
RECORDS**

A. The Federal Awarding Agency, Inspectors General, the Comptroller General of the United States, and the County, or any of the County authorized representatives, (e.g. the Inspector General of the County, the Commission Auditor, Audit and Management Services Department), shall enjoy the right of access to any documents, financial statements, papers, or other records of the Municipality which are pertinent to this Agreement, in order to make audits, examinations, excerpts, and transcripts. The right of access also includes timely and reasonable access to the Municipality's personnel for the purpose of interview and discussion related to such documents.

B. As required by the County's record retention requirements (Chapter 119, Florida Statutes) and by the Department of the Treasury Memorandum for Coronavirus Relief Fund Reporting and Record Retention Requirements (Exhibit 3), the Municipality shall retain sufficient records to show its compliance with the terms of this Agreement, as well as the compliance of all subcontractors or consultants paid from Funds under this Agreement, for a period of five (5) years from the date of submission of the final expenditure report.

C. As required by 2 C.F.R. §200.303, the Municipality shall take reasonable measures to safeguard protected personal identifiable information and other information the Federal Awarding Agency or the County designates as sensitive or the Municipality considers sensitive consistent with applicable Federal, State, Local, and Tribal laws regarding privacy and obligations of confidentiality.

D. The Municipality shall maintain all records for the Municipality and for all subcontractors or consultants to be paid from Funds provided under this Agreement, including documentation of all program costs, in a form sufficient to determine compliance with the requirements and objectives of this Agreement.

ARTICLE XII REPORTS

A. The Municipality shall provide the County with unaudited quarterly reports as may be prescribed in Exhibit 3 or, as requested by the County, and any applicable close-out reports.

B. Quarterly reports are due to the County no later than fifteen (15) days after the end of each quarter of the program year and shall be sent each quarter until submission of the administrative close-out report. The ending dates for each quarter of the program year are March 31, June 30, September 30 and December 31.

C. The closeout report is due sixty (60) days after termination of this Agreement or sixty (60) days after completion of the activities contained in this Agreement, whichever first occurs.

D. The Municipality shall provide additional program updates, reports or information that may be required by the Federal Award Agency or the County.

ARTICLE XIII MONITORING

A. The County shall monitor the performance of the Municipality under this Agreement, as well as that of its subcontractors and/or consultants who are paid from Funds provided under this Agreement, to ensure that the tasks outlined in the Scope of Work are being accomplished within the specified time periods, and other performance goals are being achieved.

B. In addition to reviews of audits, monitoring procedures may include, but not be limited to, on-site visits by County staff, desk reviews and/or other procedures. The Municipality agrees to cooperate with any monitoring procedures/processes deemed appropriate by the County.

ARTICLE XIV AUDITS

A. The Municipality shall comply with the audit requirements contained in 2 C.F.R. Part 200, Subpart F.

B. In accounting for the receipt and expenditure of Funds under this Agreement, the Municipality shall follow Generally Accepted Accounting Principles ("GAAP"). As defined by 2 C.F.R. §200.49, GAAP "has the meaning specified in accounting standards issued by the Government Accounting Standards Board (GASB) and the Financial Accounting Standards Board (FASB)."

C. As per this Agreement, audits conducted under 2 C.F.R. Part 200, Subpart F shall be performed in accordance with Generally Accepted Government Auditing Standards ("GAGAS") as issued by the Comptroller General of the United States.

1. If an audit shows that all or any portion of the Funds disbursed were not spent in accordance with the conditions of this Agreement, the Municipality shall be held liable for reimbursement to the County.
2. The Municipality shall have all audits completed by an independent auditor, which is defined in section 215.97(2)(i), Florida Statutes, as “an independent certified public accountant licensed under chapter 473.” The independent auditor shall state that the audit complied with the applicable provisions noted above. The audit must be received by the County no later than nine months from the end of the Municipality’s fiscal year.
3. The Municipality shall send copies of the audit and any Management Letters issued by the auditor to the County’s Contract Manager.

**ARTICLE XV
MANDATED CONDITIONS**

A. Execution of this Agreement constitutes a certification that the Municipality will comply with all the requirements imposed by Title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d, et. seq.). Pursuant to 44 C.F.R. §§ 7 and 16, and 44 C.F.R. § 206.11, the Municipality must undertake an active program of nondiscrimination in its administration of disaster assistance under this Agreement.

B. The Municipality agrees to comply with the Americans with Disabilities Act (Public Law 101-336, 42 U.S.C. Section 12101 et seq.), which prohibits discrimination by public and private entities on the basis of disability in employment, public accommodations, transportation, State and Local government services, and telecommunications.

C. The Municipality shall require that this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all such sub-recipients shall certify and disclose the following to the best of their knowledge and belief that they:

1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by a Federal department or agency;
2. Have not, within a five (5)-year period preceding this proposal, been convicted of or had a civil judgment rendered against them for fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) transaction or contract under public transaction; violation of Federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted or otherwise criminally or civilly charged by a governmental entity (Federal, State or Local); and,
4. Have not, within a five (5)-year period preceding this Agreement, had one or more public transactions (Federal, State or Local) terminated for cause or default. If the Municipality is unable to certify to any of the statements in this certification, then the Municipality shall attach an explanation to this Agreement.

ARTICLE XVI LOBBYING PROHIBITION

The Municipality certifies, by its Representative's signature to this Agreement, that to the best of his or her knowledge and belief:

A. No Federal Funds awarded under this Agreement have been paid or will be paid, by or on behalf of the Municipality, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment or modification of any Federal contract, grant, loan or cooperative agreement.

B. If any Funds other than Federal appropriated Funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative agreement, the Municipality shall complete and submit Standard Form-LLL, "Disclosure of Lobbying Activities," in accordance with its instructions.

C. The Municipality shall require that this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all such sub-recipients shall certify and disclose accordingly.

D. This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

**ARTICLE XVII
LIABILITY AND INDEMNIFICATION**

The Municipality is solely responsible to the Parties it deals with in carrying out the terms of this Agreement. The Municipality shall be responsible for and agrees to indemnify and hold harmless and defend the County and its boards, commissions, agencies, officers and employees from and against all third party claims, demands and causes of actions, of any nature whatsoever, directly resulting from the willful misconduct or negligent acts or omissions of the Municipality, its officers, agents, employees, or subcontractors in its performance under this Agreement. The Municipality shall pay all claims and losses in connection therewith and, at the election of the County, shall investigate and defend, or pay for the defense of, all claims, suits or actions of any kind or nature in the name of the County, where applicable, including appellate proceedings, and shall pay all costs, judgments, and attorney's fees which may issue thereon. The Municipality expressly understands and agrees that any insurance protection required by this Agreement or otherwise provided by the Municipality shall in no way limit the responsibility to indemnify, keep and save harmless and defend the County or its officers, employees, agents and instrumentalities as herein provided. For purposes of this Agreement, Municipality agrees that it is not an agent of the County. Nothing herein shall be construed as consent by the County to be sued by third parties in any matter arising out of any contract.

**ARTICLE XVIII
EVENTS OF DEFAULT**

If any of the following events occur ("Events of Default"), all obligations on the part of the County to make further payment of Funds shall terminate and the County has the option to exercise any of its remedies as set forth in Article XIX:

- A. Any warranty or representation made by the Municipality in this Agreement is or becomes false or misleading in any respect.
- B. The Municipality fails or is unable or unwilling to perform and complete on time any of its obligations under this Agreement, following a reasonable opportunity to cure.

**ARTICLE XIX
REMEDIES**

If an Event of Default occurs, then the County shall, after seven (7) days of providing written notice to the Municipality and upon the Municipality's failure to cure within those seven (7) days, exercise any one or more of the following remedies, either concurrently or consecutively:

- A. Terminate this Agreement, provided that the Municipality is given at least seven (7) days prior written notice of the termination.
- B. Withhold or suspend payment of all or any part of a request for payment.
- C. Require that the Municipality refund to the County any monies used for ineligible purposes.
- D. Exercise any other rights or remedies which may be available under law.

**ARTICLE XX
EXHIBITS AND ATTACHMENT**

- A. All Exhibits and the Attachment to this Agreement are incorporated as if set out fully.
- B. In the event of any inconsistencies or conflict between the language of this Agreement and the Exhibits and Attachment, the language of the Exhibits and Attachment shall control, but only to the extent of the conflict or inconsistency.
- C. This Agreement has the following Exhibits and Attachment:
 - 1. **Exhibit 1** – Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments - Updated June 30, 2020
 - 2. **Exhibit 2** – Coronavirus Relief Fund Frequently Asked Questions - Updated July 8, 2020
 - 3. **Exhibit 3** – Department of the Treasury Memorandum for Coronavirus Relief Fund Reporting and Record Retention Requirements – July 2, 2020
 - 4. **Attachment A** – Designation of Authority

EXHIBIT – 1

Coronavirus Relief Fund Guidance for State, Territorial, Local, and Tribal Governments Updated June 30, 2020¹

The purpose of this document is to provide guidance to recipients of the funding available under section 601(a) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”). The CARES Act established the Coronavirus Relief Fund (the “Fund”) and appropriated \$150 billion to the Fund. Under the CARES Act, the Fund is to be used to make payments for specified uses to States and certain local governments; the District of Columbia and U.S. Territories (consisting of the Commonwealth of Puerto Rico, the United States Virgin Islands, Guam, American Samoa, and the Commonwealth of the Northern Mariana Islands); and Tribal governments.

The CARES Act provides that payments from the Fund may only be used to cover costs that—

1. are necessary expenditures incurred due to the public health emergency with respect to the Coronavirus Disease 2019 (COVID-19);
2. were not accounted for in the budget most recently approved as of March 27, 2020 (the date of enactment of the CARES Act) for the State or government; and
3. were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020.²

The guidance that follows sets forth the Department of the Treasury’s interpretation of these limitations on the permissible use of Fund payments.

Necessary expenditures incurred due to the public health emergency

The requirement that expenditures be incurred “due to” the public health emergency means that expenditures must be used for actions taken to respond to the public health emergency. These may include expenditures incurred to allow the State, territorial, local, or Tribal government to respond directly to the emergency, such as by addressing medical or public health needs, as well as expenditures incurred to respond to second-order effects of the emergency, such as by providing economic support to those suffering from employment or business interruptions due to COVID-19-related business closures.

Funds may not be used to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify under the statute. Although a broad range of uses is allowed, revenue replacement is not a permissible use of Fund payments.

The statute also specifies that expenditures using Fund payments must be “necessary.” The Department of the Treasury understands this term broadly to mean that the expenditure is reasonably necessary for its intended use in the reasonable judgment of the government officials responsible for spending Fund payments.

Costs not accounted for in the budget most recently approved as of March 27, 2020

The CARES Act also requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. A cost meets this requirement if either (a) the

¹ This version updates the guidance provided under “Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020”.

² See Section 601(d) of the Social Security Act, as added by section 5001 of the CARES Act.

cost cannot lawfully be funded using a line item, allotment, or allocation within that budget *or* (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation.

The “most recently approved” budget refers to the enacted budget for the relevant fiscal period for the particular government, without taking into account subsequent supplemental appropriations enacted or other budgetary adjustments made by that government in response to the COVID-19 public health emergency. A cost is not considered to have been accounted for in a budget merely because it could be met using a budgetary stabilization fund, rainy day fund, or similar reserve account.

Costs incurred during the period that begins on March 1, 2020, and ends on December 30, 2020

Finally, the CARES Act provides that payments from the Fund may only be used to cover costs that were incurred during the period that begins on March 1, 2020, and ends on December 30, 2020 (the “covered period”). Putting this requirement together with the other provisions discussed above, section 601(d) may be summarized as providing that a State, local, or tribal government may use payments from the Fund only to cover previously unbudgeted costs of necessary expenditures incurred due to the COVID-19 public health emergency during the covered period.

Initial guidance released on April 22, 2020, provided that the cost of an expenditure is incurred when the recipient has expended funds to cover the cost. Upon further consideration and informed by an understanding of State, local, and tribal government practices, Treasury is clarifying that for a cost to be considered to have been incurred, performance or delivery must occur during the covered period but payment of funds need not be made during that time (though it is generally expected that this will take place within 90 days of a cost being incurred). For instance, in the case of a lease of equipment or other property, irrespective of when payment occurs, the cost of a lease payment shall be considered to have been incurred for the period of the lease that is within the covered period, but not otherwise. Furthermore, in all cases it must be necessary that performance or delivery take place during the covered period. Thus the cost of a good or service received during the covered period will not be considered eligible under section 601(d) if there is no need for receipt until after the covered period has expired.

Goods delivered in the covered period need not be used during the covered period in all cases. For example, the cost of a good that must be delivered in December in order to be available for use in January could be covered using payments from the Fund. Additionally, the cost of goods purchased in bulk and delivered during the covered period may be covered using payments from the Fund if a portion of the goods is ordered for use in the covered period, the bulk purchase is consistent with the recipient’s usual procurement policies and practices, and it is impractical to track and record when the items were used. A recipient may use payments from the Fund to purchase a durable good that is to be used during the current period and in subsequent periods if the acquisition in the covered period was necessary due to the public health emergency.

Given that it is not always possible to estimate with precision when a good or service will be needed, the touchstone in assessing the determination of need for a good or service during the covered period will be reasonableness at the time delivery or performance was sought, *e.g.*, the time of entry into a procurement contract specifying a time for delivery. Similarly, in recognition of the likelihood of supply chain disruptions and increased demand for certain goods and services during the COVID-19 public health emergency, if a recipient enters into a contract requiring the delivery of goods or performance of services by December 30, 2020, the failure of a vendor to complete delivery or services by December 30, 2020, will not affect the ability of the recipient to use payments from the Fund to cover the cost of such goods or services if the delay is due to circumstances beyond the recipient’s control.

This guidance applies in a like manner to costs of subrecipients. Thus, a grant or loan, for example, provided by a recipient using payments from the Fund must be used by the subrecipient only to purchase (or reimburse a purchase of) goods or services for which receipt both is needed within the covered period and occurs within the covered period. The direct recipient of payments from the Fund is ultimately responsible for compliance with this limitation on use of payments from the Fund.

Nonexclusive examples of eligible expenditures

Eligible expenditures include, but are not limited to, payment for:

1. Medical expenses such as:
 - COVID-19-related expenses of public hospitals, clinics, and similar facilities.
 - Expenses of establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity, including related construction costs.
 - Costs of providing COVID-19 testing, including serological testing.
 - Emergency medical response expenses, including emergency medical transportation, related to COVID-19.
 - Expenses for establishing and operating public telemedicine capabilities for COVID-19-related treatment.
2. Public health expenses such as:
 - Expenses for communication and enforcement by State, territorial, local, and Tribal governments of public health orders related to COVID-19.
 - Expenses for acquisition and distribution of medical and protective supplies, including sanitizing products and personal protective equipment, for medical personnel, police officers, social workers, child protection services, and child welfare officers, direct service providers for older adults and individuals with disabilities in community settings, and other public health or safety workers in connection with the COVID-19 public health emergency.
 - Expenses for disinfection of public areas and other facilities, *e.g.*, nursing homes, in response to the COVID-19 public health emergency.
 - Expenses for technical assistance to local authorities or other entities on mitigation of COVID-19-related threats to public health and safety.
 - Expenses for public safety measures undertaken in response to COVID-19.
 - Expenses for quarantining individuals.
3. Payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses of actions to facilitate compliance with COVID-19-related public health measures, such as:
 - Expenses for food delivery to residents, including, for example, senior citizens and other vulnerable populations, to enable compliance with COVID-19 public health precautions.
 - Expenses to facilitate distance learning, including technological improvements, in connection with school closings to enable compliance with COVID-19 precautions.
 - Expenses to improve telework capabilities for public employees to enable compliance with COVID-19 public health precautions.

- Expenses of providing paid sick and paid family and medical leave to public employees to enable compliance with COVID-19 public health precautions.
 - COVID-19-related expenses of maintaining state prisons and county jails, including as relates to sanitation and improvement of social distancing measures, to enable compliance with COVID-19 public health precautions.
 - Expenses for care for homeless populations provided to mitigate COVID-19 effects and enable compliance with COVID-19 public health precautions.
5. Expenses associated with the provision of economic support in connection with the COVID-19 public health emergency, such as:
 - Expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures.
 - Expenditures related to a State, territorial, local, or Tribal government payroll support program.
 - Unemployment insurance costs related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.
 6. Any other COVID-19-related expenses reasonably necessary to the function of government that satisfy the Fund’s eligibility criteria.

Nonexclusive examples of ineligible expenditures³

The following is a list of examples of costs that would *not* be eligible expenditures of payments from the Fund.

1. Expenses for the State share of Medicaid.⁴
2. Damages covered by insurance.
3. Payroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.
4. Expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds.
5. Reimbursement to donors for donated items or services.
6. Workforce bonuses other than hazard pay or overtime.
7. Severance pay.
8. Legal settlements.

³ In addition, pursuant to section 5001(b) of the CARES Act, payments from the Fund may not be expended for an elective abortion or on research in which a human embryo is destroyed, discarded, or knowingly subjected to risk of injury or death. The prohibition on payment for abortions does not apply to an abortion if the pregnancy is the result of an act of rape or incest; or in the case where a woman suffers from a physical disorder, physical injury, or physical illness, including a life-endangering physical condition caused by or arising from the pregnancy itself, that would, as certified by a physician, place the woman in danger of death unless an abortion is performed. Furthermore, no government which receives payments from the Fund may discriminate against a health care entity on the basis that the entity does not provide, pay for, provide coverage of, or refer for abortions.

⁴ See 42 C.F.R. § 433.51 and 45 C.F.R. § 75.306.

EXHIBIT – 2

Coronavirus Relief Fund Frequently Asked Questions Updated as of July 8, 2020

The following answers to frequently asked questions supplement Treasury’s Coronavirus Relief Fund (“Fund”) Guidance for State, Territorial, Local, and Tribal Governments, dated April 22, 2020, (“Guidance”).¹ Amounts paid from the Fund are subject to the restrictions outlined in the Guidance and set forth in section 601(d) of the Social Security Act, as added by section 5001 of the Coronavirus Aid, Relief, and Economic Security Act (“CARES Act”).

Eligible Expenditures

Are governments required to submit proposed expenditures to Treasury for approval?

No. Governments are responsible for making determinations as to what expenditures are necessary due to the public health emergency with respect to COVID-19 and do not need to submit any proposed expenditures to Treasury.

The Guidance says that funding can be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. How does a government determine whether payroll expenses for a given employee satisfy the “substantially dedicated” condition?

The Fund is designed to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency. For this reason, and as a matter of administrative convenience in light of the emergency nature of this program, a State, territorial, local, or Tribal government may presume that payroll costs for public health and public safety employees are payments for services substantially dedicated to mitigating or responding to the COVID-19 public health emergency, unless the chief executive (or equivalent) of the relevant government determines that specific circumstances indicate otherwise.

The Guidance says that a cost was not accounted for in the most recently approved budget if the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. What would qualify as a “substantially different use” for purposes of the Fund eligibility?

Costs incurred for a “substantially different use” include, but are not necessarily limited to, costs of personnel and services that were budgeted for in the most recently approved budget but which, due entirely to the COVID-19 public health emergency, have been diverted to substantially different functions. This would include, for example, the costs of redeploying corrections facility staff to enable compliance with COVID-19 public health precautions through work such as enhanced sanitation or enforcing social distancing measures; the costs of redeploying police to support management and enforcement of stay-at-home orders; or the costs of diverting educational support staff or faculty to develop online learning capabilities, such as through providing information technology support that is not part of the staff or faculty’s ordinary responsibilities.

Note that a public function does not become a “substantially different use” merely because it is provided from a different location or through a different manner. For example, although developing online instruction capabilities may be a substantially different use of funds, online instruction itself is not a substantially different use of public funds than classroom instruction.

¹ The Guidance is available at <https://home.treasury.gov/system/files/136/Coronavirus-Relief-Fund-Guidance-for-State-Territorial-Local-and-Tribal-Governments.pdf>.

May a State receiving a payment transfer funds to a local government?

Yes, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act. Such funds would be subject to recoupment by the Treasury Department if they have not been used in a manner consistent with section 601(d) of the Social Security Act.

May a unit of local government receiving a Fund payment transfer funds to another unit of government?

Yes. For example, a county may transfer funds to a city, town, or school district within the county and a county or city may transfer funds to its State, provided that the transfer qualifies as a necessary expenditure incurred due to the public health emergency and meets the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, a transfer from a county to a constituent city would not be permissible if the funds were intended to be used simply to fill shortfalls in government revenue to cover expenditures that would not otherwise qualify as an eligible expenditure.

Is a Fund payment recipient required to transfer funds to a smaller, constituent unit of government within its borders?

No. For example, a county recipient is not required to transfer funds to smaller cities within the county's borders.

Are recipients required to use other federal funds or seek reimbursement under other federal programs before using Fund payments to satisfy eligible expenses?

No. Recipients may use Fund payments for any expenses eligible under section 601(d) of the Social Security Act outlined in the Guidance. Fund payments are not required to be used as the source of funding of last resort. However, as noted below, recipients may not use payments from the Fund to cover expenditures for which they will receive reimbursement.

Are there prohibitions on combining a transaction supported with Fund payments with other CARES Act funding or COVID-19 relief Federal funding?

Recipients will need to consider the applicable restrictions and limitations of such other sources of funding. In addition, expenses that have been or will be reimbursed under any federal program, such as the reimbursement by the federal government pursuant to the CARES Act of contributions by States to State unemployment funds, are not eligible uses of Fund payments.

Are States permitted to use Fund payments to support state unemployment insurance funds generally?

To the extent that the costs incurred by a state unemployment insurance fund are incurred due to the COVID-19 public health emergency, a State may use Fund payments to make payments to its respective state unemployment insurance fund, separate and apart from such State's obligation to the unemployment insurance fund as an employer. This will permit States to use Fund payments to prevent expenses related to the public health emergency from causing their state unemployment insurance funds to become insolvent.

Are recipients permitted to use Fund payments to pay for unemployment insurance costs incurred by the recipient as an employer?

Yes, Fund payments may be used for unemployment insurance costs incurred by the recipient as an employer (for example, as a reimbursing employer) related to the COVID-19 public health emergency if such costs will not be reimbursed by the federal government pursuant to the CARES Act or otherwise.

The Guidance states that the Fund may support a “broad range of uses” including payroll expenses for several classes of employees whose services are “substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” What are some examples of types of covered employees?

The Guidance provides examples of broad classes of employees whose payroll expenses would be eligible expenses under the Fund. These classes of employees include public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Payroll and benefit costs associated with public employees who could have been furloughed or otherwise laid off but who were instead repurposed to perform previously unbudgeted functions substantially dedicated to mitigating or responding to the COVID-19 public health emergency are also covered. Other eligible expenditures include payroll and benefit costs of educational support staff or faculty responsible for developing online learning capabilities necessary to continue educational instruction in response to COVID-19-related school closures. Please see the Guidance for a discussion of what is meant by an expense that was not accounted for in the budget most recently approved as of March 27, 2020.

In some cases, first responders and critical health care workers that contract COVID-19 are eligible for workers’ compensation coverage. Is the cost of this expanded workers compensation coverage eligible?

Increased workers compensation cost to the government due to the COVID-19 public health emergency incurred during the period beginning March 1, 2020, and ending December 30, 2020, is an eligible expense.

If a recipient would have decommissioned equipment or not renewed a lease on particular office space or equipment but decides to continue to use the equipment or to renew the lease in order to respond to the public health emergency, are the costs associated with continuing to operate the equipment or the ongoing lease payments eligible expenses?

Yes. To the extent the expenses were previously unbudgeted and are otherwise consistent with section 601(d) of the Social Security Act outlined in the Guidance, such expenses would be eligible.

May recipients provide stipends to employees for eligible expenses (for example, a stipend to employees to improve telework capabilities) rather than require employees to incur the eligible cost and submit for reimbursement?

Expenditures paid for with payments from the Fund must be limited to those that are necessary due to the public health emergency. As such, unless the government were to determine that providing assistance in the form of a stipend is an administrative necessity, the government should provide such assistance on a reimbursement basis to ensure as much as possible that funds are used to cover only eligible expenses.

May Fund payments be used for COVID-19 public health emergency recovery planning?

Yes. Expenses associated with conducting a recovery planning project or operating a recovery coordination office would be eligible, if the expenses otherwise meet the criteria set forth in section 601(d) of the Social Security Act outlined in the Guidance.

Are expenses associated with contact tracing eligible?

Yes, expenses associated with contract tracing are eligible.

To what extent may a government use Fund payments to support the operations of private hospitals?

Governments may use Fund payments to support public or private hospitals to the extent that the costs are necessary expenditures incurred due to the COVID-19 public health emergency, but the form such assistance would take may differ. In particular, financial assistance to private hospitals could take the form of a grant or a short-term loan.

May payments from the Fund be used to assist individuals with enrolling in a government benefit program for those who have been laid off due to COVID-19 and thereby lost health insurance?

Yes. To the extent that the relevant government official determines that these expenses are necessary and they meet the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance, these expenses are eligible.

May recipients use Fund payments to facilitate livestock depopulation incurred by producers due to supply chain disruptions?

Yes, to the extent these efforts are deemed necessary for public health reasons or as a form of economic support as a result of the COVID-19 health emergency.

Would providing a consumer grant program to prevent eviction and assist in preventing homelessness be considered an eligible expense?

Yes, assuming that the recipient considers the grants to be a necessary expense incurred due to the COVID-19 public health emergency and the grants meet the other requirements for the use of Fund payments under section 601(d) of the Social Security Act outlined in the Guidance. As a general matter, providing assistance to recipients to enable them to meet property tax requirements would not be an eligible use of funds, but exceptions may be made in the case of assistance designed to prevent foreclosures.

May recipients create a “payroll support program” for public employees?

Use of payments from the Fund to cover payroll or benefits expenses of public employees are limited to those employees whose work duties are substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May recipients use Fund payments to cover employment and training programs for employees that have been furloughed due to the public health emergency?

Yes, this would be an eligible expense if the government determined that the costs of such employment and training programs would be necessary due to the public health emergency.

May recipients use Fund payments to provide emergency financial assistance to individuals and families directly impacted by a loss of income due to the COVID-19 public health emergency?

Yes, if a government determines such assistance to be a necessary expenditure. Such assistance could include, for example, a program to assist individuals with payment of overdue rent or mortgage payments to avoid eviction or foreclosure or unforeseen financial costs for funerals and other emergency individual needs. Such assistance should be structured in a manner to ensure as much as possible, within the realm of what is administratively feasible, that such assistance is necessary.

The Guidance provides that eligible expenditures may include expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. What is meant by a “small business,” and is the Guidance intended to refer only to expenditures to cover administrative expenses of such a grant program?

Governments have discretion to determine what payments are necessary. A program that is aimed at assisting small businesses with the costs of business interruption caused by required closures should be tailored to assist those businesses in need of such assistance. The amount of a grant to a small business to reimburse the costs of business interruption caused by required closures would also be an eligible expenditure under section 601(d) of the Social Security Act, as outlined in the Guidance.

The Guidance provides that expenses associated with the provision of economic support in connection with the public health emergency, such as expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures, would constitute eligible expenditures of Fund payments. Would such expenditures be eligible in the absence of a stay-at-home order?

Fund payments may be used for economic support in the absence of a stay-at-home order if such expenditures are determined by the government to be necessary. This may include, for example, a grant program to benefit small businesses that close voluntarily to promote social distancing measures or that are affected by decreased customer demand as a result of the COVID-19 public health emergency.

May Fund payments be used to assist impacted property owners with the payment of their property taxes?

Fund payments may not be used for government revenue replacement, including the provision of assistance to meet tax obligations.

May Fund payments be used to replace foregone utility fees? If not, can Fund payments be used as a direct subsidy payment to all utility account holders?

Fund payments may not be used for government revenue replacement, including the replacement of unpaid utility fees. Fund payments may be used for subsidy payments to electricity account holders to the extent that the subsidy payments are deemed by the recipient to be necessary expenditures incurred due to the COVID-19 public health emergency and meet the other criteria of section 601(d) of the Social Security Act outlined in the Guidance. For example, if determined to be a necessary expenditure, a government could provide grants to individuals facing economic hardship to allow them to pay their utility fees and thereby continue to receive essential services.

Could Fund payments be used for capital improvement projects that broadly provide potential economic development in a community?

In general, no. If capital improvement projects are not necessary expenditures incurred due to the COVID-19 public health emergency, then Fund payments may not be used for such projects.

However, Fund payments may be used for the expenses of, for example, establishing temporary public medical facilities and other measures to increase COVID-19 treatment capacity or improve mitigation measures, including related construction costs.

The Guidance includes workforce bonuses as an example of ineligible expenses but provides that hazard pay would be eligible if otherwise determined to be a necessary expense. Is there a specific definition of “hazard pay”?

Hazard pay means additional pay for performing hazardous duty or work involving physical hardship, in each case that is related to COVID-19.

The Guidance provides that ineligible expenditures include “[p]ayroll or benefits expenses for employees whose work duties are not substantially dedicated to mitigating or responding to the COVID-19 public health emergency.” Is this intended to relate only to public employees?

Yes. This particular nonexclusive example of an ineligible expenditure relates to public employees. A recipient would not be permitted to pay for payroll or benefit expenses of private employees and any financial assistance (such as grants or short-term loans) to private employers are not subject to the restriction that the private employers’ employees must be substantially dedicated to mitigating or responding to the COVID-19 public health emergency.

May counties pre-pay with CARES Act funds for expenses such as a one or two-year facility lease, such as to house staff hired in response to COVID-19?

A government should not make prepayments on contracts using payments from the Fund to the extent that doing so would not be consistent with its ordinary course policies and procedures.

Must a stay-at-home order or other public health mandate be in effect in order for a government to provide assistance to small businesses using payments from the Fund?

No. The Guidance provides, as an example of an eligible use of payments from the Fund, expenditures related to the provision of grants to small businesses to reimburse the costs of business interruption caused by required closures. Such assistance may be provided using amounts received from the Fund in the absence of a requirement to close businesses if the relevant government determines that such expenditures are necessary in response to the public health emergency.

Should States receiving a payment transfer funds to local governments that did not receive payments directly from Treasury?

Yes, provided that the transferred funds are used by the local government for eligible expenditures under the statute. To facilitate prompt distribution of Title V funds, the CARES Act authorized Treasury to make direct payments to local governments with populations in excess of 500,000, in amounts equal to 45% of the local government's per capita share of the statewide allocation. This statutory structure was based on a recognition that it is more administratively feasible to rely on States, rather than the federal government, to manage the transfer of funds to smaller local governments. Consistent with the needs of all local governments for funding to address the public health emergency, States should transfer funds to local governments with populations of 500,000 or less, using as a benchmark the per capita allocation formula that governs payments to larger local governments. This approach will ensure equitable treatment among local governments of all sizes.

For example, a State received the minimum \$1.25 billion allocation and had one county with a population over 500,000 that received \$250 million directly. The State should distribute 45 percent of the \$1 billion it received, or \$450 million, to local governments within the State with a population of 500,000 or less.

May a State impose restrictions on transfers of funds to local governments?

Yes, to the extent that the restrictions facilitate the State's compliance with the requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance and other applicable requirements such as the Single Audit Act, discussed below. Other restrictions are not permissible.

If a recipient must issue tax anticipation notes (TANs) to make up for tax due date deferrals or revenue shortfalls, are the expenses associated with the issuance eligible uses of Fund payments?

If a government determines that the issuance of TANs is necessary due to the COVID-19 public health emergency, the government may expend payments from the Fund on the interest expense payable on TANs by the borrower and unbudgeted administrative and transactional costs, such as necessary payments to advisors and underwriters, associated with the issuance of the TANs.

May recipients use Fund payments to expand rural broadband capacity to assist with distance learning and telework?

Such expenditures would only be permissible if they are necessary for the public health emergency. The cost of projects that would not be expected to increase capacity to a significant extent until the need for distance learning and telework have passed due to this public health emergency would not be necessary due to the public health emergency and thus would not be eligible uses of Fund payments.

Are costs associated with increased solid waste capacity an eligible use of payments from the Fund?

Yes, costs to address increase in solid waste as a result of the public health emergency, such as relates to the disposal of used personal protective equipment, would be an eligible expenditure.

May payments from the Fund be used to cover across-the-board hazard pay for employees working during a state of emergency?

No. The Guidance says that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. Hazard pay is a form of payroll expense and is subject to this limitation, so Fund payments may only be used to cover hazard pay for such individuals.

May Fund payments be used for expenditures related to the administration of Fund payments by a State, territorial, local, or Tribal government?

Yes, if the administrative expenses represent an increase over previously budgeted amounts and are limited to what is necessary. For example, a State may expend Fund payments on necessary administrative expenses incurred with respect to a new grant program established to disburse amounts received from the Fund.

May recipients use Fund payments to provide loans?

Yes, if the loans otherwise qualify as eligible expenditures under section 601(d) of the Social Security Act as implemented by the Guidance. Any amounts repaid by the borrower before December 30, 2020, must be either returned to Treasury upon receipt by the unit of government providing the loan or used for another expense that qualifies as an eligible expenditure under section 601(d) of the Social Security Act. Any amounts not repaid by the borrower until after December 30, 2020, must be returned to Treasury upon receipt by the unit of government lending the funds.

May Fund payments be used for expenditures necessary to prepare for a future COVID-19 outbreak?

Fund payments may be used only for expenditures necessary to address the current COVID-19 public health emergency. For example, a State may spend Fund payments to create a reserve of personal protective equipment or develop increased intensive care unit capacity to support regions in its jurisdiction not yet affected, but likely to be impacted by the current COVID-19 pandemic.

May funds be used to satisfy non-federal matching requirements under the Stafford Act?

Yes, payments from the Fund may be used to meet the non-federal matching requirements for Stafford Act assistance to the extent such matching requirements entail COVID-19-related costs that otherwise satisfy the Fund's eligibility criteria and the Stafford Act. Regardless of the use of Fund payments for such purposes, FEMA funding is still dependent on FEMA's determination of eligibility under the Stafford Act.

Must a State, local, or tribal government require applications to be submitted by businesses or individuals before providing assistance using payments from the Fund?

Governments have discretion to determine how to tailor assistance programs they establish in response to the COVID-19 public health emergency. However, such a program should be structured in such a manner as will ensure that such assistance is determined to be necessary in response to the COVID-19 public health emergency and otherwise satisfies the requirements of the CARES Act and other applicable law. For example, a per capita payment to residents of a particular jurisdiction without an assessment of individual need would not be an appropriate use of payments from the Fund.

May Fund payments be provided to non-profits for distribution to individuals in need of financial assistance, such as rent relief?

Yes, non-profits may be used to distribute assistance. Regardless of how the assistance is structured, the financial assistance provided would have to be related to COVID-19.

May recipients use Fund payments to remarket the recipient's convention facilities and tourism industry?

Yes, if the costs of such remarketing satisfy the requirements of the CARES Act. Expenses incurred to publicize the resumption of activities and steps taken to ensure a safe experience may be needed due to

the public health emergency. Expenses related to developing a long-term plan to reposition a recipient's convention and tourism industry and infrastructure would not be incurred due to the public health emergency and therefore may not be covered using payments from the Fund.

May a State provide assistance to farmers and meat processors to expand capacity, such to cover overtime for USDA meat inspectors?

If a State determines that expanding meat processing capacity, including by paying overtime to USDA meat inspectors, is a necessary expense incurred due to the public health emergency, such as if increased capacity is necessary to allow farmers and processors to donate meat to food banks, then such expenses are eligible expenses, provided that the expenses satisfy the other requirements set forth in section 601(d) of the Social Security Act outlined in the Guidance.

The guidance provides that funding may be used to meet payroll expenses for public safety, public health, health care, human services, and similar employees whose services are substantially dedicated to mitigating or responding to the COVID-19 public health emergency. May Fund payments be used to cover such an employee's entire payroll cost or just the portion of time spent on mitigating or responding to the COVID-19 public health emergency?

As a matter of administrative convenience, the entire payroll cost of an employee whose time is substantially dedicated to mitigating or responding to the COVID-19 public health emergency is eligible, provided that such payroll costs are incurred by December 30, 2020. An employer may also track time spent by employees related to COVID-19 and apply Fund payments on that basis but would need to do so consistently within the relevant agency or department.

May Fund payments be used to cover increased administrative leave costs of public employees who could not telework in the event of a stay at home order or a case of COVID-19 in the workplace?

The statute requires that payments be used only to cover costs that were not accounted for in the budget most recently approved as of March 27, 2020. As stated in the Guidance, a cost meets this requirement if either (a) the cost cannot lawfully be funded using a line item, allotment, or allocation within that budget or (b) the cost is for a substantially different use from any expected use of funds in such a line item, allotment, or allocation. If the cost of an employee was allocated to administrative leave to a greater extent than was expected, the cost of such administrative leave may be covered using payments from the Fund.

Questions Related to Administration of Fund Payments

Do governments have to return unspent funds to Treasury?

Yes. Section 601(f)(2) of the Social Security Act, as added by section 5001(a) of the CARES Act, provides for recoupment by the Department of the Treasury of amounts received from the Fund that have not been used in a manner consistent with section 601(d) of the Social Security Act. If a government has not used funds it has received to cover costs that were incurred by December 30, 2020, as required by the statute, those funds must be returned to the Department of the Treasury.

What records must be kept by governments receiving payment?

A government should keep records sufficient to demonstrate that the amount of Fund payments to the government has been used in accordance with section 601(d) of the Social Security Act.

May recipients deposit Fund payments into interest bearing accounts?

Yes, provided that if recipients separately invest amounts received from the Fund, they must use the interest earned or other proceeds of these investments only to cover expenditures incurred in accordance with section 601(d) of the Social Security Act and the Guidance on eligible expenses. If a government deposits Fund payments in a government's general account, it may use those funds to meet immediate cash management needs provided that the full amount of the payment is used to cover necessary expenditures. Fund payments are not subject to the Cash Management Improvement Act of 1990, as amended.

May governments retain assets purchased with payments from the Fund?

Yes, if the purchase of the asset was consistent with the limitations on the eligible use of funds provided by section 601(d) of the Social Security Act.

What rules apply to the proceeds of disposition or sale of assets acquired using payments from the Fund?

If such assets are disposed of prior to December 30, 2020, the proceeds would be subject to the restrictions on the eligible use of payments from the Fund provided by section 601(d) of the Social Security Act.

Are Fund payments to State, territorial, local, and tribal governments considered grants?

No. Fund payments made by Treasury to State, territorial, local, and Tribal governments are not considered to be grants but are "other financial assistance" under 2 C.F.R. § 200.40.

Are Fund payments considered federal financial assistance for purposes of the Single Audit Act?

Yes, Fund payments are considered to be federal financial assistance subject to the Single Audit Act (31 U.S.C. §§ 7501-7507) and the related provisions of the Uniform Guidance, 2 C.F.R. § 200.303 regarding internal controls, §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Are Fund payments subject to other requirements of the Uniform Guidance?

Fund payments are subject to the following requirements in the Uniform Guidance (2 C.F.R. Part 200): 2 C.F.R. § 200.303 regarding internal controls, 2 C.F.R. §§ 200.330 through 200.332 regarding subrecipient monitoring and management, and subpart F regarding audit requirements.

Is there a Catalog of Federal Domestic Assistance (CFDA) number assigned to the Fund?

Yes. The CFDA number assigned to the Fund is 21.019.

If a State transfers Fund payments to its political subdivisions, would the transferred funds count toward the subrecipients' total funding received from the federal government for purposes of the Single Audit Act?

Yes. The Fund payments to subrecipients would count toward the threshold of the Single Audit Act and 2 C.F.R. part 200, subpart F re: audit requirements. Subrecipients are subject to a single audit or program-

specific audit pursuant to 2 C.F.R. § 200.501(a) when the subrecipients spend \$750,000 or more in federal awards during their fiscal year.

Are recipients permitted to use payments from the Fund to cover the expenses of an audit conducted under the Single Audit Act?

Yes, such expenses would be eligible expenditures, subject to the limitations set forth in 2 C.F.R. § 200.425.

If a government has transferred funds to another entity, from which entity would the Treasury Department seek to recoup the funds if they have not been used in a manner consistent with section 601(d) of the Social Security Act?

The Treasury Department would seek to recoup the funds from the government that received the payment directly from the Treasury Department. State, territorial, local, and Tribal governments receiving funds from Treasury should ensure that funds transferred to other entities, whether pursuant to a grant program or otherwise, are used in accordance with section 601(d) of the Social Security Act as implemented in the Guidance.

EXHIBIT – 3

DEPARTMENT OF THE TREASURY
WASHINGTON, D.C. 20220



OFFICE OF
INSPECTOR GENERAL

July 2, 2020

OIG-CA-20-021

MEMORANDUM FOR CORONAVIRUS RELIEF FUND RECIPIENTS

FROM: Richard K. Delmar /s/
Deputy Inspector General

SUBJECT: Coronavirus Relief Fund Reporting and Record Retention
Requirements

Title VI of the Social Security Act, as amended by Title V of Division A of the *Coronavirus Aid, Relief, and Economic Security Act* (Public Law 115-136), provides that the Department of the Treasury (Treasury) Office of Inspector General (OIG) is responsible for monitoring and oversight of the receipt, disbursement, and use of Coronavirus Relief Fund payments. Treasury OIG also has authority to recover funds in the event that it is determined a recipient of a Coronavirus Relief Fund payment failed to comply with requirements of subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)). Accordingly, we are providing recipient reporting and record retention requirements that are essential for the exercise of these responsibilities, including our conduct of audits and investigations.

Reporting Requirements and Timelines

Each prime recipient of Coronavirus Relief Fund payments¹ shall report Coronavirus Disease 2019 (COVID-19) related "costs incurred" during the "covered period"² (the period beginning on March 1, 2020 and ending on December 30, 2020), in the manner of and according to the timelines outlined in this memorandum. As described below, each prime recipient shall report interim and quarterly data and other recipient data according to these requirements. Treasury OIG is working on development of a portal with GrantSolutions³ that is expected to be operational on

¹ Prime recipients include all 50 States, Units of Local Governments, the District of Columbia, U.S. Territories, and Tribal Governments that received a direct payment from Treasury in accordance with Title V.

² Refer to Treasury's guidance dated June 30, 2020 for more information on costs incurred and the covered period.

³ A grant management service provider under the U.S. Department of Health and Human Services.

September 1, 2020, for recipients to report data on a quarterly basis. Until the GrantSolutions portal is operational, each prime recipient shall follow the interim reporting requirements. Treasury OIG will notify each prime recipient when GrantSolutions is operational or of any changes to the expected September 1, 2020 start date.

Interim Reporting for the period March 1 through June 30, 2020

By no later than July 17, 2020, each prime recipient is responsible for reporting costs incurred during the period March 1 through June 30, 2020. For this interim report, prime recipients need only report totals by the following broad categories:

- a. Amount transferred to other governments;
- b. Amount spent on payroll for public health and safety employees;
- c. Amount spent on budgeted personnel and services diverted to a substantially different use;
- d. Amount spent to improve telework capabilities of public employees;
- e. Amount spent on medical expenses;
- f. Amount spent on public health expenses;
- g. Amount spent to facilitate distance learning;
- h. Amount spent providing economic support;
- i. Amount spent on expenses associated with the issuance of tax anticipation notes; and
- j. Amount spent on items not listed above.

Recipients should consult Treasury's guidance and Frequently Asked Questions in reporting costs incurred during the period March 1 through June 30, 2020. The total of all categories must equal the total of all costs incurred during that period. A spreadsheet is attached for your use in providing the data. As discussed below, the prime recipient will be required to report information for the period March 1 through June 30, 2020 into GrantSolutions once it is operational.

Quarterly Reporting

Each prime recipient of Coronavirus Relief Fund payments shall report COVID-19 related costs into the GrantSolutions portal. Data required to be reported includes, but is not limited to, the following:

1. the total amount of payments from the Coronavirus Relief Fund received from Treasury;
2. the amount of funds received that were expended or obligated for each project or activity;
3. a detailed list of all projects or activities for which funds were expended or obligated, including:
 - a. the name of the project or activity;
 - b. a description of the project or activity; and

4. detailed information on any loans issued; contracts and grants awarded; transfers made to other government entities; and direct payments made by the recipient that are greater than \$50,000.

The prime recipient is responsible for reporting into the GrantSolutions portal information on uses of Coronavirus Relief Fund payments.

Recipient Portal Access: For future quarterly reporting, each prime recipient will have GrantSolutions portal access for three (3) individuals: two (2) designees (preparers) to input quarterly data and one (1) official authorized to certify that the data is true, accurate, and complete.⁴ **By no later than July 17, 2020**, please provide the name, title, email address, phone number, and postal address of these individuals so that portal access can be granted. After this information is received, guidance on the GrantSolutions portal access and data submission instructions will be issued separately.

Reporting timeline

By no later than September 21, 2020, recipients shall submit via the portal the first detailed quarterly report, which shall cover the period March 1 through June 30, 2020. Thereafter, quarterly reporting will be due no later than 10 days after each calendar quarter. For example, the period July 1 through September 30, 2020, must be reported no later than October 13, 2020 (Tuesday after the 10th day of October and the Columbus Day Holiday). Reporting shall end with either the calendar quarter after the COVID-19 related costs and expenditures have been liquidated and paid or the calendar quarter ending September 30, 2021, whichever comes first.

Record Retention Requirements

Recipients of Coronavirus Relief Fund payments shall maintain and make available to the Treasury OIG upon request all documents and financial records sufficient to establish compliance with subsection 601(d) of the Social Security Act, as amended, (42 U.S.C. 801(d)), which provides:

(d) USE OF FUNDS.—A State, Tribal government, and unit of local government shall use the funds provided under a payment made under this section to cover only those costs of the State, Tribal government, or unit of local government that—

1. are necessary expenditures incurred due to the public health emergency with respect to COVID-19;
2. were not accounted for in the budget most recently approved as of the date of enactment of this section for the State or government; and

⁴ The certifying official is an authorized representative of the recipient organization with the legal authority to give assurances, make commitments, enter into contracts, and execute such documents on behalf of the recipient.

3. were incurred⁵ during the period that begins on March 1, 2020, and ends on December 30, 2020.

Records to support compliance with subsection 601(d) may include, but are not limited to, copies of the following:

1. general ledger and subsidiary ledgers used to account for (a) the receipt of Coronavirus Relief Fund payments and (b) the disbursements from such payments to meet eligible expenses related to the public health emergency due to COVID-19;
2. budget records for 2019 and 2020;
3. payroll, time records, human resource records to support costs incurred for payroll expenses related to addressing the public health emergency due to COVID-19;
4. receipts of purchases made related to addressing the public health emergency due to COVID-19;
5. contracts and subcontracts entered into using Coronavirus Relief Fund payments and all documents related to such contracts;
6. grant agreements and grant subaward agreements entered into using Coronavirus Relief Fund payments and all documents related to such awards;
7. all documentation of reports, audits, and other monitoring of contractors, including subcontractors, and grant recipient and subrecipients;
8. all documentation supporting the performance outcomes of contracts, subcontracts, grant awards, and grant recipient subawards;
9. all internal and external email/electronic communications related to use of Coronavirus Relief Fund payments; and
10. all investigative files and inquiry reports involving Coronavirus Relief Fund payments.

Records shall be maintained for a period of five (5) years after final payment is made using Coronavirus Relief Fund monies. These record retention requirements are applicable to all prime recipients and their grantees and subgrant recipients, contractors, and other levels of government that received transfers of Coronavirus Relief Fund payments from prime recipients.

Thank you and we appreciate your assistance.

⁵ Refer to Treasury's guidance dated June 30, 2020 for more information on the definition of costs incurred.

Attachment A

DESIGNATION OF AUTHORITY

Instructions for Completion

The **Designation of Authority Form** should be completed in its entirety, listing the name and information for all representatives who will be authorized agents for the Miami-Dade County (County) Coronavirus Aid, Relief, and Economic Security Act (CARES Act) Corona Relief Fund (CRF) Program. The form is divided into six blocks; each block must be completed where appropriate.

Block 1: “Authorized Agent” – This should be the highest authority in your Municipality who is authorized to sign legal documents on behalf of your Municipality. (Only one Authorized Agent is allowed).

Block 2: “Primary Agent” – This is the person designated by your Municipality to receive all correspondence and is our main point of contact. This contact will be responsible for answering questions, uploading documents, and submitting reports/requests in the County’s Grants Management System. The Primary Agent is usually not the Authorized Agent but should be responsible for updating all internal stakeholders on all Program activities. (Only one Primary Agent is allowed).

Block 3: “Alternate Agent” – This is the person designated by your Municipality to be available when the Primary is not. (Only one Alternate Agent is allowed).

Block 4, 5, and 6: “Authorized Agent to Request Funds/Reimbursements” – These are the persons authorized to execute requests for reimbursement, certification, or other required documents on behalf of the Municipality.

**DESIGNATION OF AUTHORITY
CORONAVIRUS AID, RELIEF, AND ECONOMIC SECURITY ACT (CARES ACT)
CORONA RELIEF FUND (CRF) PROGRAM**

Municipality:

Box 1: Authorized Agent	Box 2: Primary Agent
Agent's Name	Agent's Name
Signature	Signature
Organization / Official Position	Organization / Official Position
Mailing Address	Mailing Address
City, State, Zip	City, State, Zip
Daytime Telephone	Daytime Telephone
E-mail Address	E-mail Address

Box 3: Alternate Agent	Box 4: Authorized Agent to Request Funds/Reimbursements
Agent's Name	Official's Name
Signature	Signature
Organization / Official Position	Organization / Official Position
Mailing Address	Mailing Address
City, State, Zip	City, State, Zip
Daytime Telephone	Daytime Telephone
E-mail Address	E-mail Address

Box 5: Authorized Agent to Request Funds/Reimbursements	Box 6: Authorized Agent to Request Funds/Reimbursements
Agent's Name	Agent's Name
Signature	Signature
Organization / Official Position	Organization / Official Position
Mailing Address	Mailing Address
City, State, Zip	City, State, Zip
Daytime Telephone	Daytime Telephone
E-mail Address	E-mail Address

The above Primary and Alternate Agents are hereby authorized to execute and sign the Interlocal and other pertinent documents related to the CARES Act CRF Program. The persons designated in boxes 4 through 6 are authorized to execute requests for reimbursement, certification, or other required documents on behalf of the Municipality.

Municipality Authorized Agent Signature

Date



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 10.a

TO: Honorable Mayor & Members of the Biscayne Park Village Commission

FROM: MacDonald Kennedy, Vice Mayor (at request of the Interim Manager)

DATE: August 4, 2020

TITLE: Next Steps for Selection Process of Village Manager

Background

At the July 16, 2020, emergency virtual commission meeting, **the commission determined the selection process for village manager**. Further, we decided not to wait until after the November election to hire a new manager, allowing the process to proceed without delay and to play out naturally but in an organized. The ad is posted with a deadline for applications of Friday, August 28.

One element of that process is asking the Miami-Dade City and County Management Association to appoint a panel of members to vet the qualified candidates and to submit its top five selections to the village.

A second element of that process is the formation of a **committee of residents** to vet qualified candidates and to submit no more than 10 candidates for commission consideration (1:24:14 time stamp). The resident committee will be comprised of the following three pools of participants:

1. Five (5) commissioner selections (one by each commissioner);*
2. Chairs of the four village boards and the Foundation (by invitation, participation not required) (maximum four additional members because two board chairs are married and we limit participation to one spouse);
3. Qualified, non-incumbent candidates for commissioner (by invitation, participation not required), with a qualification deadline of Friday, August 21.

***The commission decided that the five commissioner appointments will be announced at the August 4 commission meeting (1:29:50 time stamp).**

Recommendation

In order to keep the ball moving forward for this critical process, **in advance of the application deadline of Friday, August 28, the following steps should be taken** by the interim village manager (village clerk) under the direction of the commission:

1. **August 4 appointment of commissioner selections** (already determined at the July 16 meeting, so all commissioners should arrive prepared with their appointees).
2. Clerk to **email a formal invitation to the five chairs** with a deadline of August 25 to accept or deny (proposed email attached). That email to include a proposed date of August 26 for a first organizational meeting via Zoom (see 4 below).
3. Clerk to **email formal invitation to all non-incumbent candidates for commissioner** to participate, with a deadline of August 25 to accept or deny (proposed email attached). That email to include a proposed date of August 26 for first organizational meeting via Zoom (see 4 below).
4. **The proposed date of the committee's first organizational meeting will be Wednesday, August 26** via Zoom, to be organized by the Village and announced as a public meeting. Tasks at that meeting include **electing a committee chair and selecting two virtual meeting dates** in early September to vet applicants for village manager. (Additional meetings may also be set by the committee.) The committee is given **the goal of submitting its ten (10) selections no later than Friday, September 25**, so the commission may make first considerations of applicants at its October 6 meeting or other dates TBD.
5. After the August 25 deadline for confirmations of participation by chairs and candidates, the clerk **emails the total group with a confirmed first meeting date** (commission appointees, chairs, candidates).
6. After the candidate application deadline of August 28, the clerk **emails the resumes of all qualified applicants by Friday, September 4**, so committee members can start preparing individually for their September meetings to vet candidates publicly (dates set in 4 above.)
7. **The clerk also coordinates with the separate professional panel so its selections are also back by the September 25 deadline.**

Resource Impact

None

Attachment(s)

Proposed email to board chairs:

Dear Chairs of Village Boards and the Foundation:

I am writing to request your participation in the selection process for a new village manager. This is an invitation to participate and not a requirement of your position as Chair of your board. The commission asked me to extend this invitation on its behalf.

At its July 16 emergency virtual commission meeting, the commission finalized the process for hiring a new village manager. As the village has done in the past, we are creating a resident panel to review all qualified applicants and to submit a short list (max 10) of top choices. (A professional panel of local municipal managers will also do the same thing, and the commission will consider the combined list of applicants from those two panels.)

The resident panel will be comprised of the following

1. Each commissioner appointed one member to the resident panel at the August 4 commission meeting.
2. All qualified candidates for commissioner at the November 2020 election will also be invited to participate.
3. The commission is inviting you five chairs to also participate because of your commitment to the village and the institutional knowledge you offer. As board chairs, you have direct contact with the village manager. The commissioners value your opinions, and they want you to be involved in this critically important selection. You are not required to participate in the resident panel, but the commission hopes you will accept this invitation.

Please **reply no later than Tuesday, August 25** with your acceptance or regrets to this invitation.

The full committee will hold its first organizational meeting on Wednesday, August 26 (a public virtual meeting via Zoom) at which it will select a chair and two dates in September to conduct the vetting process of qualified candidates. (Additional meetings may also be set by the committee at its option.) Resumes of qualified candidates will be emailed to committee members by Friday, September 4, and the commission requests that the committee submits its ten (10) selections no later than Friday, September 25.

On behalf of the commission of the Village of Biscayne Park, I thank you for your dedication as a board chair and for considering this invitation to participate in the selection of our next village manager. **I look forward to your response by August 25.**

Proposed email to qualified, non-incumbent candidates for village commission:

Dear Candidate for Village Commission:

Congratulations again on qualifying as a candidate in the November 2020 election for village commission. I am writing to request your participation in the selection process for a new village manager. This is an invitation to participate and not a requirement of your candidacy. The commission asked me to extend this invitation on its behalf.

At its July 16 emergency virtual commission meeting, the commission finalized the

process for hiring a new village manager. As the village has done in the past, we are creating a resident panel to review all qualified applicants and to submit a short list (max 10) of top choices. (A professional panel of local municipal managers will also do the same thing, and the commission will consider the combined list of applicants from those two panels.)

The resident panel will be comprised of the following

1. Each commissioner appointed one member to the resident panel at the August 4 commission meeting.
2. The commission is inviting the five chairs of village boards/Foundation to also participate because of their commitment to the village and the institutional knowledge they offer.
3. All qualified candidates for commissioner at the November 2020 election are also invited to participate because new commissioners will also work alongside and direct the new manager. (Incumbent commissioners who are running for re-election may not participate in the selection committee per state law.) You are not required to participate in the resident panel, but the commission hopes you will accept this invitation.

Please **reply no later than Tuesday, August 25** with your acceptance or regrets to this invitation.

The full committee will hold its first organizational meeting on Wednesday, August 26 (a public virtual meeting via Zoom) at which it will select a chair and two dates in September to conduct the vetting process of qualified candidates. (Additional meetings may also be set by the committee at its option.) Resumes of qualified candidates will be emailed to committee members by Friday, September 4, and the commission requests that the committee submits its ten (10) selections no later than Friday, September 25.

On behalf of the commission of the Village of Biscayne Park, I thank you for your dedication to the village as a candidate for commissioner and for considering this invitation to participate in the selection of our next village manager. **I look forward to your response by August 25.**

Prepared by: Vice Mayor MacDonald Kennedy at the request of Interim Village Manager Roseann Prado



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 11.a

TO: Honorable Mayor & Members of the Biscayne Park Village Commission

FROM: MacDonald Kennedy, Vice Mayor

DATE: August 4, 2020

TITLE: Virtual commission meetings

Background

The state of Florida requires live attendance and quorum for all village meetings. However, during the COVID pandemic, the governor relaxed restrictions to allow virtual government meetings, which Biscayne Park has been conducting successfully via Zoom since April 22, 2020. The commission and select boards will continue to meet via Zoom until the governor rescinds permission to conduct virtual meetings. At that point, Biscayne Park will resume in-person commission and board meetings. The governor has not indicated when that will happen.

Resident attendance of virtual commission meetings has increased dramatically over in-person meetings, due in large part to the ease of attending via Zoom from home, work and even while traveling. Residents can attend anywhere there's Wi-Fi. The virtual meetings are also encouraging attendance by residents who don't normally or who have never attended a commission meeting, including those with mobility issues and children. As a result, engagement in village business through commission meetings is the highest I've witnessed since moving to the village in 2016. (Admittedly, additional reasons include residents working from home so they are more available for meetings and several "hot topics" that have drawn large crowds.)

Biscayne Park commission meetings are also recorded and the videos are uploaded onto YouTube. Those videos are recorded from the back of the room, and individual participants are not clearly visible as close-ups when speaking. The videos may meet minimum requirements, but they are less than ideal for viewing the meetings.

Recommendation

I am requesting that the commission formalize how Zoom participation will be permanently incorporated into in-person meetings moving forward. Here are my recommendations as talking points for the commission.

1. In-person meetings will likely take place only when the governor lifts the statewide state of emergency and Miami-Dade County and Biscayne Park follow suit. The governor must also rescind his order allowing virtual meetings.
2. Zoom participation will supplement, not replace, the in-person meetings.
3. In order for Zoom participants to see all commissioners, staff, and other speakers (rather than a room view from the back corner):
 - a. Each participant on the dais brings her/his personal device (laptop, tablet), which is set up in front of them for Zoom broadcast using the village Wi-Fi. Bringing a personal device will be required, or the village may choose to provide for anyone who needs one.
 - i. Mayor, commissioners, manager, attorney, clerk
 - ii. Audio speakers will be OFF.
 - iii. Microphone and camera will be ON. That's how Zoom participants will see and hear each participant on the dais.
 - iv. Village microphones will still be used by folks on the dais to broadcast voices through speakers in the room for in-person participants.
 - b. A camera and microphone will be placed at the public speaking podium to broadcast residents and anyone else speaking there during the meeting.
4. Participants at the in-person meeting will attend as normal.
5. Zoom participants will see screens only for the in-person participants listed in #3 above, allowing them to see and hear everything as if they were in the room. (Other Zoom participants could also be shown on screen.)
6. The clerk or other assigned staff member who controls Zoom will not allow video or audio for Zoom participants unless they are speaking during public comment. (Alternately, the commission may decide that Zoom participants are passive attendees only without the ability to speak during public comment.)
7. The chair and commissioners will not control Zoom so they can focus on meeting participation.
8. Additionally, these Zoom videos could replace the traditional videos that have been uploaded in the past.
9. The Zoom broadcast could also be projected on the video monitor in the meeting room so in-person participants can see Zoom public speakers. In that case, audio will need to be coordinated for the Zoom public speakers.

Resource Impact

None, unless a commissioner needs a device to use at the meeting. The village has already started a Zoom subscription. Possible Wi-Fi upgrade for meeting spaces.

Attachment(s)

- none
-

Prepared/Sponsored by: MacDonald Kennedy, Vice Mayor



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 11.b

TO: Honorable Mayor & Members of the
Biscayne Park Village Commission

FROM: Dan Samaria

DATE: August 4, 2020

TITLE: Discussion of Commission Meeting Conduct & Efficiency

Recommendation: The Commission should discuss any problems and come to a consensus how to fix them. If we cannot come up with some basic suggestions/solutions about civility, orderly meetings and keeping our comments on topic and brief then we are not acting like particularly good Commissioners. It is not helping Biscayne Park when the Commission acts this way.

Background: Our Commission meetings have been going on until midnight lately and many times we are unable to finish the agenda items. Residents have been complaining about how out of control and chaotic the meetings have been. Commissioners have been fighting back and forth and making accusations against other commissioners and staff. Commissioners just speak out when they want to and many times there are several people talking at once.

We need to start acting in a more professional manner and being respectful to each other and staff. We are supposed to be following Robert's Rules of Order which means the Mayor is supposed to recognize the next speaker.

Very often Commissioners take too long repeating themselves trying to make their point. We should all be prepared to make concise and to the point comments and not keep going over the same thing. After a vote is taken - move on. There should not be a discussion about why the minority vote thinks the majority made a mistake.

There is never an excuse to be insulting or discourteous to another Commissioner or staff member. We need to be more civil.

Resource Impact: N/A

Attachment: N/A

Prepared by: Dan Samaria



VILLAGE OF BISCAYNE PARK
Village Commission Agenda Report
REGULAR MEETING

Item # 11.c

TO: Honorable Mayor & Members of the Biscayne Park Village Commission
FROM: MacDonald Kennedy, Vice Mayor
DATE: August 04, 2020
TITLE: Mayor and Commission Compensation

Background

As background for a discussion on compensation for the mayor and commissioners, please consider the following section from “Code of Ordinances Village of Biscayne Park, Florida” (**emphases** added below for purposes of the discussion):

Sec. 2-17. - Compensation to mayor and commissioners.

- (a) *Mayor.* The mayor of the village shall receive annual compensation which shall be **set forth in the budget** and which shall be paid in four (4) quarterly installments. This sum is a **flat sum to reimburse the mayor for expenses while acting in his or her official capacity as mayor.** The mayor shall receive **no salary**; and shall **not be responsible to provide the village with an accounting of expenses.**
- (b) *Commissioners.* The commissioners of the village shall receive annual compensation which shall be **set forth in the budget** and which shall be paid in four (4) quarterly installments. This sum is a **flat sum to reimburse the commissioners for their expenses while acting in their official capacity as commissioners.** The commissioners shall receive **no salary**; and shall **not be responsible to provide the village with an accounting of expenses.**

Our Code is clear that no elected officials receive an actual salary. (Even if it were, at \$167/month before taxes for commissioners, it certainly doesn't even begin to compensate a highly engaged commissioner for her/his time and efforts, making the compensation negligible.) The “compensation” is for expenses for official village business only, which are meant to be as reimbursement after the fact rather than in advance. That precludes “expense reimbursement” being used for election costs. However, no accounting of those expenses is permitted per this section of the Code, so the village has no way of actually knowing what the expenses were and how they help the elected officials do their job better or benefit the village in any way. I, for one, have never incurred a hard expense for my work as a commissioner. (Worth noting that taxes are deducted from compensation even though it's officially for “expenses.”)

In **Fiscal 2020** (current year that ends Sept30), the adopted budget for Section 3 (Expenditures: Commission) is as follows (emphases explained in Recommendation):

<u>11.000 Compensation</u>	<u>\$12,000</u>
<u>21.000 FICA/Medicare</u>	<u>\$ 918</u>
<u>40.000 Travel & Per Diem</u>	<u>\$ 2,500</u>
<u>41.000 Telephone</u>	<u>\$ 3,000</u>
<u>48.000 Promotional Activ.</u>	<u>\$ 1,500</u>
<u>54.000 Subs. & Members.</u>	<u>\$ 1,550</u>
<u>55.000 Educ. & Training</u>	<u>\$ 4,200</u>
Total Commission Exp.	\$25,668

Recommendation

In the interest of tightening the budget, allowing for additional funding for items related to village progress, following the Code, and also ensuring that the elected officials (and hence the village itself) benefit from this section of the budget, I am suggesting that the commission agree to the following changes to the budget for Fiscal 2021 as they relate to the underlined items in the budget above.

<u>11.000 Compensation</u>	<u>\$ 0</u>
<u>21.000 FICA/Medicare</u>	<u>\$ 0</u>
<u>40.000 Travel & Per Diem</u>	<u>\$ 2,000</u>
<u>41.000 Telephone</u>	<u>\$ 2,000</u>
<u>48.000 Promotional Activ.</u>	<u>\$ 1,000</u>
<u>54.000 Subs. & Members.</u>	<u>\$ 1,550</u>
<u>55.000 Educ. & Training</u>	<u>\$ 2,000</u>
Total Commission Exp.	\$ 8,550

Savings in Adopted F20 v Proposed F21: \$17,118

Reduce “compensation” (reimbursement for expenses related to official village business) to \$0 for all elected officials, which automatically also reduces FICA/Medicare to \$0. This remains in compliance with the village Code.

Reduce “Telephone” to \$2,000, still in excess of actual F2019 and F2020 expenses.

For all expenditures that fall under “Travel & Per Diem,” “Promotional Activity” and “Education & Training,” each commissioner wishing to use any of those budgeted expenditures will be required to do the following:

- Officially request the expenditure in advance to the full commission, showing anticipated expenditures and the reasoning. (Justify use.)
- The commission must approve the expense by a majority vote at the meeting, including the maximum amount allowed to the requesting commissioner. The commission may not approve expenses that exceed the total budgeted amount

for each line item. The commission is accountable for keeping track of those total annual expenses with the assistance of staff so budgets are not exceeded.

- The commissioner must pay for the expenditure her/himself, then turn in expenses for reimbursement to the village clerk who will ensure they do not exceed the amount approved by the commission. This may be overruled by the commission when they grant permission to the requesting commissioner. In other words, the requesting commissioner may also lobby to have the expenses paid by the village up front, approved by majority vote at the meeting.
- At the first regularly scheduled commission meeting after the expenditure, the commissioner must report back to the commission and residents in a written document presented to the commission. The objective of that report is for the commissioner to be accountable for what s/he learned and how that will positively impact the village. This timely “report back” is a mandatory part of the process. (Justify value.)
- Note that these requirements are not in violation of Section 2-17 of the Code of Ordinances, which limits accountability only for actual compensation (budget line 11.000).

Further, I am requesting that the **total change in budgeted commission expenditures be moved into compensation for full-time, salaried staff** per my separate recommendations for staff performance incentives to be discussed at the second half of the first budget workshop.

Note that this change will impact only Fiscal 2021, as the Code of Ordinances requires this consideration to be made for each fiscal year separately. This is not a permanent change, and every commission will be required to address it annually for the budget for the following fiscal year, allowing for changes in future compensation. Should this commission choose to do so, it may formalize this budget change in the form of a resolution, which we can request the village attorney to create at additional expense.

Resource Impact

No cost for making this happen. However, staff will be positively impacted by the additional compensation, and the village will benefit from commissioner accountability for professional growth funded by the commission budget.

Attachment(s)

none

Prepared/Sponsored by: MacDonald Kennedy, Vice Mayor