Center for Urban Transportation Research (CUTR)  
University of South Florida  
Advisory Board Meeting

**Agenda**  
Friday, February 23, 2018 1:30 pm  
CUTR Board Room  
If calling: 1-800-832-0736, Room Number 2161243#  
Host Number: 521779#

- Call to Order
- Roll Call:

<table>
<thead>
<tr>
<th>No.</th>
<th>Name</th>
<th>Title</th>
<th>Agency</th>
<th>Designee</th>
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<th>Expiration</th>
<th>Appointed By</th>
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<tbody>
<tr>
<td>1</td>
<td>Mike Dew</td>
<td>Secretary</td>
<td>FDOT</td>
<td>Ed Coven</td>
<td>1988</td>
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<td>Statute</td>
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<td>2</td>
<td>Cissy Proctor</td>
<td>Secretary</td>
<td>FDEO</td>
<td>Scott Rogers</td>
<td>1988</td>
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<td>3</td>
<td>Noah Valenstein</td>
<td>Secretary</td>
<td>FDEP</td>
<td>Chris Stahl</td>
<td>1988</td>
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<td>Statute</td>
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<td>4</td>
<td>Teresa Sarnoff</td>
<td>Member</td>
<td>FTC</td>
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<td>09/25/17</td>
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<td>Statute</td>
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<td>5</td>
<td>Kimberlee B. DeBosier</td>
<td>Vice President</td>
<td>JMT, Inc.</td>
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<td>01/01/03</td>
<td>01/01/07</td>
<td>Mierzejewski</td>
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<td>Ysela Llort</td>
<td>Principal</td>
<td>Renaissance Planning</td>
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<td>Pre 2007</td>
<td>01/01/07</td>
<td>Mierzejewski</td>
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<td>7</td>
<td>Thornton J. Williams</td>
<td>Managing Partner</td>
<td>Williams Law Group, P.A</td>
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<td>Pre 2009</td>
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<td>Mierzejewski</td>
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<td>8</td>
<td>Sonny Holtzman</td>
<td>Principal</td>
<td>The Holtzman Group</td>
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<td>06/12/12</td>
<td>06/12/16</td>
<td>Reich (interim)</td>
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<td>9</td>
<td>Bob O’Malley</td>
<td>R.V.P. State Government &amp; Community Affairs</td>
<td>CSX Transportation</td>
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<td>02/06/13</td>
<td>02/06/17</td>
<td>Bittner</td>
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<td>10</td>
<td>Ram Kancharla</td>
<td>V.P. of Planning &amp; Development</td>
<td>Port Tampa Bay</td>
<td></td>
<td>11/06/13</td>
<td>11/06/17</td>
<td>Bittner</td>
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<td>11</td>
<td>Jon Martz</td>
<td>Director of Government &amp; Public Affairs</td>
<td>Enterprise Holdings Company</td>
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<td>02/14/14</td>
<td>02/14/18</td>
<td>Bittner</td>
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<tr>
<td>12</td>
<td>Joseph Waggoner</td>
<td>Executive Director</td>
<td>THEA</td>
<td></td>
<td>10/29/15</td>
<td>10/29/19</td>
<td>Hinebaugh (interim)</td>
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• Approval of Minutes from October 4, 2017

• Director’s Report
  • USF/COE and CUTR Updates
  • New Contracts/New Proposals
  • TRB Annual Report Summary
  • CUTR Transportation Achievement Awards Event Summary
  • Diversity and Inclusion
  • Upcoming Events

• Florida Transportation Hall of Fame™ Nomination Committee Report

• CUTR Advisory Board Officer Nomination Committee Report

• Chair’s Comments
  • Transportation Anecdotes for the Awards Banquet
  • Joint Meeting with TEAMFL
  • Student Presentations at the Joint Meeting
  • Student Posters at the Joint Meeting
  • Award criteria update (vary geographic location)
  • CUTR Bylaws

• Board Member Discussion

• Board Member Updates

• Photo of Advisory Board

• Upcoming Board Meeting
  • Doodle poll

• Adjourn
Call to Order

Meeting called to order at 3:36 pm.

Roll Call

Advisory Board members and Designees:

In Person:  Thornton Williams, Williams Law Group, P.A., Chair  
Kimberlee DeBosier, JMT, Vice Chair  
Sonny Holtzman, The Holtzman Group  
Ysela Llort, Renaissance Planning Group  
Jon Martz, Enterprise Holdings Company  
Teresa Sarnoff, Florida Transportation Commission  
Joseph Waggoner, Tampa-Hillsborough County Expressway Authority

Via telephone:  
Ed Coven, Florida Department of Transportation, designee  
Bob O’Malley, CSX Transportation  
Scott Rogers, Florida Department of Economic Opportunity, designee  
Chris Stahl Florida Department of Environmental Protection, designee

Absent:  Ram Kancharla, Port Tampa Bay

USF’s Center for Urban Transportation Research:

Robert L. Bertini, CUTR Director  Seckin Ozkul  
Dennis Hinebaugh  Steve Polzin  
Chanyoung Lee  Ken Short  
Phil Winters  Kristine Williams  
Pei-Sung Lin  Joel Volinski  
Lisa Staes  Kaitlyn French
Approval of Minutes

A motion to approve the minutes of the August 31, 2017 CUTR Advisory Board meeting was made and was unanimously approved by all.

Director’s Report:

USF / COE and CUTR Updates

Dr. Bertini shared information on safety tips, including evacuation plan for USF CUTR. USF is on track toward preeminence. The Provost has determined they will hire 105 new faculty in the College of Engineering. There is a new undergraduate degree in cybersecurity. Lisa Staes’ Transit Safety program members assisted FDOT during Hurricane Irma.

New advisory board meeting member, Teresa Sarnoff, Florida Transportation Commissioner, was appointed on September 25, 2018.

A new CUTR logo is nearly finalized.

Joel Volinski is retiring at the end of October after 24 years at CUTR. He is presenting a Valedictory Lecture about the future of transportation with a reception afterwards. An invitation was extended to all advisory board members. Joel shared with the group that the Journal of Public Transportation will be contributing fifteen articles. His lecture will be streamed via Facebook Live and will be followed up with webinars from transportation experts. Joel was inducted into the Florida Public Transportation Hall of Fame.

Occam Technology Group recently met with USF College of Engineering to discuss potential partnerships with a new wireless network on campus, LoRa-based “wall-less” Internet of Things (IoT). CUTR will have the golf carts outfitted with their technology as a step toward growing our connected and automated transportation.

Dr. Bertini is highly interested in growing relationships with diverse partners. An example is Jeff Kramer’s project analyzing the role of MPO’s in the region with TBARTA. Dr. Lin went to 2017 Annual Meeting in Louisville, Kentucky where Trenda McPherson, State Bicycle and Pedestrian Safety Program Manager at FDOT was presented with a highly prestigious award from the Governors Highway Safety Association (GHSA). Dr. Bertini was part of the Road Usage forum in Oregon and NAMVBC. He was one of the speakers at the USF Bull’s Walk and Bike Week Kick-Off. The College is currently providing CUTR with 24 new PC’s and has funded the renovation of two restrooms.

The Florida Automated Vehicle Summit, is being planned, in coordination with the Tampa-Hillsborough County Expressway Authority (THEA), Florida Department of Transportation (FDOT), Senator Jeff Brandes, and others. The summit will be held November 13—15, 2017. Joe Waggoner said 40% of the target audience have RSVP’d with the event he and Dennis are overseeing. U.S. DOT Secretary Chao, has been invited. Representatives from Uber, Lyft, Tesla, and Ford will be there. The conference highlights the innovation of connected vehicles as well as the future applications of the autonomous vehicle. Many students will be in attendance and they will be presenting posters. There will be a SharkTank style competition.
Dr. Bertini's work to modernize and connect with individuals has been a successful effort in the first year.

Review of new projects:

CUTR is working with the UTC in Arlington, Texas. Dr. Bertini is going to an executive meeting. Julie Bond and Amy Lester will be working in a social marketing effort. CUTR has a high success rate in getting grants and awards. CUTR has an FDOT District #1 project, where Dr. Seckin Ozkul is working on a collaborative proposal with the University of Florida. A number of proposals that are significant have been submitted late last week. CUTR is consistently looking for grants and funding sources, and will continually work on providing increasing transparency between the CUTR research team and CUTR Board members. CUTR is aiming toward ongoing, longstanding relationships with surrounding community partners, such as SmartCity projects, through MOUs and master agreements.

CUTR Transportation Achievement Awards Event

This year’s honoree, Maurice Ferré, is very excited to be receiving the award. There will be several speakers, including President Judy Genshaft and Dean Robert Bishop. Two students will be receiving the Georgia Brosch Memorial Transportation scholarship. A video was created of the award recipient highlighting his contributions to transportation. He will be inducted into the newly created Florida Transportation Hall of Fame™.

Chair’s Comments

Chair Williams agreed and restated shared remarks concerning Joel’s contribution to CUTR and to transportation research both locally and nationally.

He would like to discuss more on the issue of funding sources/agreement.

Board Member Discussion

The board discussed transportation in regards to transit use and traffic safety.

Upcoming Board Meeting Dates

Doodle poll will be sent out to determine the best day for the first advisory board meeting of the year.

Adjournment

Meeting was adjourned at 4:54 pm for annual board photo.
**Project:** Automated Vehicle Florida Market Penetration Rate  
**Sponsor:** Florida Department of Transportation - Office of Policy Planning  
**PI(s):** Concas/Kolpakov  
**Value:** $250,000  
**Description**  
The objective of this project is to assist FDOT in conducting a market penetration analysis of autonomous and alternative fuels vehicles and their impact on the states vehicle miles travelled (VMT). The study's results will assist FDOT in responding to the implementation of autonomous and alternative fuel vehicles and to address FDOT future transportation funding needs and revenue requirements as market penetration rates are achieved.

**Project:** Metropolitan Planning Organization & Transit Agency Planning Coordination  
**Sponsor:** Florida Department of Transportation - Office of Policy Planning  
**PI(s):** Kramer  
**Value:** $156,203  
**Description**  
This project seeks to benchmark the current level of coordination and cooperation between Florida MPOs and transit agencies (with specific focus on the LRTP and TDP), identify notable practices in this area, and provide suggestions for improved coordination.

**Project:** 2018 Assessment of the Practice of Public Involvement in Florida  
**Sponsor:** Florida Department of Transportation - Research Office  
**PI(s):** Kramer  
**Value:** $139,992  
**Description**  
This research will identify contemporary public participation practices across the state of Florida and develop a set of suggestions for practice improvements.

**Project:** 2018 Florida Transit Information & Performance Handbook  
**Sponsor:** Florida Department of Transportation - Research Office  
**PI(s):** Perk  
**Value:** $34,101  
**Description**  
This project offers a general overview of public transit in the State of Florida and provides insight into transit's contribution to meeting the statewide transportation objectives and mission of the Florida Department of Transportation.
**Project:** Administration & Management of FDOT District 1 Section 5310 Grant program  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Joslin/Gregg  
**Value:** $101,322  
**Description** The purpose of this Task Work Order is to serve as an extension of FDOT District One staff to support the fulfillment of the Department's responsibilities associated with the state and federal administration and compliance requirements of the Section 5310 program.

**Project:** Assessment of 5310 Program To Optimize Mobility Services  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Catala/Mistretta  
**Value:** $183,275  
**Description** This research is aimed at assessing recent grant utilization and identifying areas in the FDOT district 1 where there are the greatest gaps in transportation service for seniors and individuals with disabilities. The research will devise strategies to help connect grant opportunities with transportation and human service providers to maximize impact on seniors and individuals with disabilities.

**Project:** Commercial Heavy Vehicle Impacts on Signalized Arterial Corridors  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Ozkul  
**Value:** $230,364  
**Description** The objective of this research is to identify improvements that can be made to the HCM urban streets analysis method that will better account for the impacts of commercial vehicles on arterial corridor operations.

**Project:** Community Traffic Safety Support FY 17-18  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lin/Jackman  
**Value:** $275,000  
**Description** CUTR at USF will purchase and distribute public information and education materials to the various traffic safety programs in the state of Florida. These materials will be geared towards proposing safe driving, walking, and biking practices within our communities. The goal of this project is to provide materials to local law enforcement agencies, safety organizations, and community traffic safety teams to utilize in their locally developed traffic safety campaigns. The project will assist FDOT Safety Office to contract and manage highway safety contracts.
### Project: Enhancing Cybersecurity in Public Transportation
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Barbeau/Ligatti  
**Value:** $292,995  
**Description:** Cybersecurity is a significant concern in all industries. Given the rapid adoption of technology in the area of automated and connected vehicles, transportation infrastructure is a particularly attractive target. The goal of this project is to improve the cybersecurity of public transportation systems in Florida. More specifically, the objectives of the research project are to a) identify and mitigate transit cybersecurity liabilities, and b) facilitate ongoing cybersecurity information exchange among Florida transit agencies, their vendors, and cybersecurity researchers. This will be accomplished via a survey of transit agencies to identify vulnerable technologies, a working group and several workshops to connect transit agencies and cybersecurity experts, and a vulnerability assessment of potential attack vectors.

### Project: FDOT District 1 Commuter Assistance Program Interim Management- Phase II  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Winters/Gregg  
**Value:** $180,410  
**Description:** The purpose of this Task Work Order (TWO) is to provide management services to maintain the existing FDOT District One Commuter Assistance Program (CAP) to assure uninterrupted services to CAP Partners and commuters while the program is undergoing an evaluation of performance and a review of institutional and programmatic options moving forward.

### Project: Florida Bicycle/ Pedestrian Focused Initiative: Communication  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lin/Kourtellis/Larsson  
**Value:** $400,000  
**Description:** The University of South Florida will conduct aggressive awareness campaign(s) that target high priority counties to promote awareness of pedestrian laws to both motorists and pedestrians. The PSA campaigns can include television, billboard advertisements, and printed material distribution. CUTR will also conduct a post campaign survey through public opinion and behavioral observation in the two priority areas. The goal of this project is to increase awareness of pedestrian laws by motorists and pedestrians by 5% in the target areas. The post survey conducted in this grant cycle will be analyzed and compared with the baseline survey conducted in the previous grant cycle to evaluate the effectiveness of the pedestrian safety paid media campaign on awareness of pedestrian laws to both motorists and pedestrians.
<table>
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<tr>
<th>Project: Florida Comprehensive Motorcycle Safety Program 17-18</th>
<th>Sponsor: Florida Department of Transportation- Research Office</th>
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<tr>
<td>PI(s): Lee/Jang/Cott</td>
<td>Value: $515,000</td>
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<td>Description</td>
<td>To provide a safe transportation system for motorcyclists and the motoring public. To focus resources where opportunities for motorcycle safety improvements are greatest. To improve motorcycle safety in Florida by achieving a reduction in the number of motorcycle fatalities, serious injuries, and crashes beginning in 2009. CUTR, in conjunction with FDOT and Florida's Motorcycle Safety Coalition, will work to continue implementation of Florida's Motorcycle Strategic Safety Plan and the recommendations from the Motorcycle Program Assessment that was conducted in February 2008. USF will also facilitate the activities of Florida's Motorcycle Safety Coalition as well as develop new partners to assist in the plan's implementation. The Comprehensive Motorcycle Safety Program will seek to improve efforts to increase motorcycle safety.</td>
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<tr>
<th>Project: Florida Transit Marketing Network Program 2018</th>
<th>Sponsor: Florida Department of Transportation- Research Office</th>
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<tr>
<td>PI(s): Gregg/Mistretta</td>
<td>Value: $199,980</td>
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<tr>
<td>Description</td>
<td>The Florida Transit Marketing Network (FTMN) provides networking opportunities, professional development opportunities, and technical assistance to Florida Transit marketing professionals. This program is also responsible for the marketing session tracks at the FDOT/FPTA/CUTR Professional Development Workshop and the FPTA Annual Conference.</td>
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<tr>
<th>Project: Florida Transit Safety &amp; Operations Network (FTSON) 2018</th>
<th>Sponsor: Florida Department of Transportation- Research Office</th>
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<tr>
<td>PI(s): Berry/Gregg</td>
<td>Value: $282,342</td>
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<td>Description</td>
<td>The FTSON and the activities of the group will ensure the successful implementation and maturity of the Safety Management System framework within Florida's transit community, melding all aspects of transit agency activity in the management system. The methods that will be utilized will include formal peer-to-peer transit compliance support, and a clearinghouse of tools, resources, reports, and templates to further compliance efforts. It will utilize peer communication services that include the existing safety and operation focused listservs.</td>
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</table>
**Project:** Florida's Comprehensive Pedestrian & Bicycle Safety Program  
**Sponsor:** Florida Department of Transportation - Research Office  
**PI(s):** Lin/Jackman/Kourtellis  
**Value:** $650,000  
**Description** For this grant cycle, the University of South Florida (USF), in conjunction with FDOT, will continue to focus on implementing the Florida Pedestrian and Bicycle Strategic Safety Plan (PBSSP), USF will provide full technical and administrative support to the Florida Pedestrian and Bicycle Safety Coalition to implement the PBSSP Business Plan, develop and coordinate public outreach, educational and paid media campaigns to promote pedestrian and bicycle safety in Florida, and establish methods to effectively evaluate the comprehensive pedestrian and bicycle safety program.

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<th>Project:</th>
<th>Impaired Driving Campaign Development</th>
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<td>Sponsor:</td>
<td>Florida Department of Transportation - Research Office</td>
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<tr>
<td>PI(s):</td>
<td>Lin/Jackman</td>
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<tr>
<td>Value:</td>
<td>$50,000</td>
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<td>Description</td>
<td>To provide the support for media vendors and contractors to conduct effective paid media impaired driving education activities and campaigns, a comprehensive DUI media package is needed. The media package should include advertisements such as: television, radio, internet radio, magazine, events, internet, billboards, posters, brochures, social media, gas stations, etc. The ads can be developed to target Florida citizens and visitors to encourage them to drive sober.</td>
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<tr>
<th>Project:</th>
<th>Impaired Motorcyclist Public Service Announcement Campaign 17-18</th>
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<tr>
<td>Sponsor:</td>
<td>Florida Department of Transportation - Research Office</td>
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<tr>
<td>PI(s):</td>
<td>Lee/Jang/Larsson</td>
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<tr>
<td>Value:</td>
<td>$300,000</td>
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<td>Description</td>
<td>Through this project, the Center for Urban Transportation Research (CUTR) will contract to distribute an impaired motorcyclist safety campaign feature the &quot;Drink+Ride=Lose&quot; message in regards to drinking and riding. The campaign will consist of paid media to run the &quot;Drink+Ride=Lose&quot; television spot produced during the previous grant cycle as well as implementing a billboard campaign addressing the issues. Television airtime will be purchased to run the commercial during times of the year when drinking and riding may be more frequent. Billboards will be secured in areas frequented by motorcyclists during events with a special emphasis on May which is motorcycle safety month.</td>
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</table>
**Project:** Motorcycle Safety Paid Media Campaign 17-18  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lee/Jang/Larsson  
**Value:** $175,000  
**Description**  
Ride Smart Florida, in conjunction with the Motorcycle Safety Foundation, have identified five key risk factors associated with motorcycling that riders may manage in order to develop good skills and judgment. Therefore, it is expected that a concentrated effort to improve the awareness of rider impairment, conspicuity of motorcycles and riders, the importance of helmet use, controlled riding/reduce speeding, and the promoting of rider endorsement and lifelong learning can contribute to the reduction of motorcycle crashes and injuries in Florida. The efforts will be focused on Florida top ten highest motorcycle fatality counties including Brevard, Broward, Duval, Hillsborough, Miami-Dade, Orange, Palm Beach, Pasco, Pinellas, and Volusia.

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**Project:** Motorcycle Program Evaluation & Data Collection  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lee/Islam/Larsson  
**Value:** $100,000  
**Description**  
The University of South Florida will develop objective evaluation tools that may be used to determine the impact of new and existing public information and evaluation campaigns on reducing motorcycle crashes, injuries, and fatalities by conducting studies to: evaluate the crash experience of individuals obtaining a motorcycle endorsement through the new rider training waiver process; determine the effects of unlicensed rider population; crash rates for riders licensed before and after the law change; citation types and frequency; helmet use, et al., and examine crash data to identify possible crash causation factors involving motorcycles and roadway design, training and registration data provided by other sources. OBJECTIVE: Conduct three comprehensive surveys to measure the effectiveness of the motorcycle safety program's efforts by September 30, 2018, including (1) FDOT Motorcyclists 2018, and (2) FDOT FRTP Survey 2018.
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<th>Project:</th>
<th>Multimodal Data Inventory Evaluation to Improve FDOT’s Road</th>
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<td>Sponsor:</td>
<td>Florida Department of Transportation- Research Office</td>
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<td>PI(s):</td>
<td>Hendricks/Catala</td>
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<td>Value:</td>
<td>$125,000</td>
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<td>Description:</td>
<td>The Florida Department of Transportation is developing an multi modal transportation system that goes beyond the provision of highways for motor vehicles. This project will evaluation the data collection, analysis, management, storage, and sharing needs of the FDOT District offices, against its existing Roadway Classification Inventory, investigate other data inventory systems used by other DOTs nationwide, and provide recommendations for a methodology of inventory, beginning with SUN trail assets, and identify an efficient data management design for hardware and software investments.</td>
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<th>Project:</th>
<th>Occupant Protection &amp; Child Passenger Safety Campaign</th>
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<td>Sponsor:</td>
<td>Florida Department of Transportation- Research Office</td>
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<tr>
<td>PI(s):</td>
<td>Lin/Jackman</td>
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<tr>
<td>Value:</td>
<td>$25,000</td>
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<tr>
<td>Description:</td>
<td>Occupant Protection, Child Passenger, Safety, Campaign Development</td>
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<tr>
<th>Project:</th>
<th>Pedestrian &amp; Bicycle Program Evaluation &amp; Data Collection</th>
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<tr>
<td>Sponsor:</td>
<td>Florida Department of Transportation- Research Office</td>
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<tr>
<td>PI(s):</td>
<td>Kourtellis/Lin</td>
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<tr>
<td>Value:</td>
<td>$250,000</td>
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<td>Description:</td>
<td>The University of South Florida, in cooperation with FDOT, will conduct an education paid media campaign that targets the top 20 high priority counties in Florida to promote awareness of pedestrian laws to both motorists and pedestrians. The methods of PSA campaigns will include television PSAs, billboard advertisement, and printed material distribution. To evaluate the effectiveness of this campaign, surveys are conducted to collect the public’s awareness on the campaign, and compare with previous years</td>
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Thursday, February 22, 2018
**Project:** Pedestrian & Bicycle Safety Public Education Program  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Kourtellis/Jackman/Lin  
**Value:** $200,000  
**Description**  
In FY 17/18 grant cycle, the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF) will 1) assist the Florida Department of Transportation (FDOT) in training law enforcement on state laws applicable to pedestrian and bicycle safety via contracts with experienced and knowledgeable law enforcement professionals, so the local law enforcement officers can conduct effective and consistent high visibility enforcement to improve pedestrian and bicycle safety in Florida, and 2) plan, facilitate and conduct pedestrian and bicycle safety public education and awareness activities designed to inform motorists, pedestrians and bicyclists of those state laws.

**Project:** Robust Automated Pedestrian Detection System for Signalized Intersection  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Kourtellis/Lin  
**Value:** $249,467  
**Description**  
The overall objective of this project is to research and develop an accurate and reliable automated pedestrian detection system at signalized intersections and mid-blocks crosswalks with HAWKs, RRFBs and full pedestrian signals through integration of pedestrian detection technologies or improved available pedestrian detection systems on the market.

**Project:** Share the Road Public Service Announcement Campaign FY 17-18  
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lee/Jang/Larsson  
**Value:** $291,578  
**Description**  
When motorcycle crashes involve with other vehicles, motorists account for more than 50% at fault. To encourage general motorists to be more aware of motorcycles, it is needed to conduct paid media campaigns to promote the "Share the Road" and "Watch for Motorcycles" messages. PROPOSED SOLUTION Through this project the Center for Urban Transportation Research (CUTR) will contract to distribute a motorcycle safety PSA campaign featuring the "Share the Road" message, encouraging general motorists to be more aware of motorcycles. The campaign will consist of paid media to run the selected message through various media outlets. OBJECTIVES To implement one (1) paid media campaign utilizing various media outlets to educate motorists on sharing the road with motorcyclists by 9/30/2018.
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<tr>
<th><strong>Project:</strong></th>
<th>State Support for New Starts and Small Starts Projects</th>
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<tr>
<td><strong>Sponsor:</strong></td>
<td>Florida Department of Transportation- Research Office</td>
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<td><strong>PI(s):</strong></td>
<td>Hinebaugh/Perk</td>
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<td><strong>Value:</strong></td>
<td>$82,683</td>
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<td><strong>Description</strong></td>
<td>Given the higher levels of demand for mobility in a state where rights-of-way are becoming extremely expensive, particularly in major urban areas, FDOT is interested in exploring how it might better assist local and regional transit agencies in the development of New Starts and Small Starts projects such as light rail, commuter rail, and Bus Rapid Transit to help minimize or reduce traffic congestion and improve mobility.</td>
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<tr>
<th><strong>Project:</strong></th>
<th>Statewide Pedestrian &amp; Bicyclist Focused Education</th>
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<tr>
<td><strong>Sponsor:</strong></td>
<td>Florida Department of Transportation- Research Office</td>
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<td><strong>PI(s):</strong></td>
<td>Lin/Jackman</td>
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<td><strong>Value:</strong></td>
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<td><strong>Description</strong></td>
<td>In FY 17/18 grant cycle, the Center for Urban Transportation Research (CUTR) at the University of South Florida (USF) will 1) assist the Florida Department of Transportation (FDOT) in training law enforcement on state laws applicable to pedestrian and bicycle safety via contracts with experienced and knowledgeable law enforcement professionals, so the local law enforcement officers can conduct effective and consistent high visibility enforcement to improve pedestrian and bicycle safety in Florida, and 2) plan, facilitate and conduct pedestrian and bicycle safety public education and awareness activities designed to inform motorists, pedestrians and bicyclists of those state laws.</td>
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<table>
<thead>
<tr>
<th><strong>Project:</strong></th>
<th>Transit Development Plan Review Guidance for FDOT District Offices</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Sponsor:</strong></td>
<td>Florida Department of Transportation- Research Office</td>
</tr>
<tr>
<td><strong>PI(s):</strong></td>
<td>Gregg/Joslin</td>
</tr>
<tr>
<td><strong>Value:</strong></td>
<td>$22,814</td>
</tr>
<tr>
<td><strong>Description</strong></td>
<td>Guidance document to help transit agency staff prepare state required transit development plan</td>
</tr>
<tr>
<td>Project</td>
<td>Sponsor</td>
</tr>
<tr>
<td>-----------------------</td>
<td>---------------------------------------------</td>
</tr>
<tr>
<td>Transit Maintenance Analysis &amp; Resource Center</td>
<td>Florida Department of Transportation- Research Office</td>
</tr>
<tr>
<td>Transit Research Inspection Procurement Services Program (TRIPS)</td>
<td>Florida Department of Transportation- Research Office</td>
</tr>
<tr>
<td>Understanding Ridership Trends in Transit</td>
<td>Florida Department of Transportation- Research Office</td>
</tr>
</tbody>
</table>
### Project: WalkWise Statewide Educational Campaigns on Pedestrian Safety
**Sponsor:** Florida Department of Transportation- Research Office  
**PI(s):** Lin/Jackman/Larsson  
**Value:** $100,000  
**Description:** The WalkWise presentation, a grassroots educational outreach developed by FDOT District 7 that has been proven effective in the Tampa Bay area for over five years was introduced to three of the top fifteen priority counties in 2014/2015: Duval, Lee, and Polk counties. It will be very beneficial for the WalkWise program to continue building on its gains in Duval and Lee counties as well as be expanded to other top 15 priority counties, specifically Broward and Miami-Dade counties in the forthcoming grant cycle. FDOT staff from both counties' district offices, Districts Four and six, have expressed a great deal of interest in establishing WalkWise in their respective locations. Polk County's program will continue to be managed by CUTR due to its nearby proximity to the CUTR office.

### Project: MPOAC Transportation Planning & Research Services (FTA)
**Sponsor:** Florida Metropolitan Planning Organization Advisory Council  
**PI(s):** Kramer  
**Value:** $37,500  
**Description:** To improve the services that the MPOAC provides to its member MPOs by engaging CUTR to perform a variety of transportation planning and research activities.

### Project: Bus Operator Training Curriculum Design & Development
**Sponsor:** Hillsborough Area Regional Transit  
**PI(s):** Berry  
**Value:** $34,606  
**Description:** Design and Produce bus operator training curriculum for HART.

### Project: HART Bus Operator Training Program Evaluation & Gap Analysis
**Sponsor:** Hillsborough Area Regional Transit  
**PI(s):** Staes  
**Value:** $10,528  
**Description:** To complete a Bus Operator Training Program Evaluation and Gap Analysis that will be performed by USF's Center for Urban Transportation Research (CUTR). The review will include multiple tasks defined to determine overall compliance with Chapter 14-90, Florida Administrative Code and FDOT State Management Plan, and will also establish the degree to which HART's training program is robust and comprehensive, furthering Safety Management System tenants and ensuring the safe operation of the system.
**Project:** Indian River County Public Transportation Services Procurement  
**Sponsor:** Indian River County  
**PI(s):** Gregg/Goodwill  
**Value:** $20,000  
**Description** The purpose of this scope of work is to address the federal requirements for a properly conducted procurement solicitation and to provide technical assistance to IRC in developing and implementing such a procurement process.

---

**Project:** Transit Dispatch & Supervisor Training  
**Sponsor:** New Mexico Transit Association  
**PI(s):** Staes  
**Value:** $10,483  
**Description** This course is being offered to assist transit dispatchers and other professionals within the transit industry to understand the importance, pressures and challenges dispatchers and other first line transportation supervisors experience on a daily basis. The course is a presentation and discussion of the skills and qualities required, such as leadership, communication, multi-tasking, documentation, technology, emergency management, and other areas of day-to-day activities that may provide participants the ability to grow within public transit. It will be offered as a two day course for the New Mexico Public Transportation Association.

---

**Project:** Metropolitan Planning Organization Regional Coordination Structure Research  
**Sponsor:** Stantec (TBARTA)  
**PI(s):** Kramer  
**Value:** $64,110  
**Description** To conduct research, as part of a team with Stantec and Quest, to perform research for the Tampa Bay Area Regional Transportation Authority (TBARTA) to define what successful regional coordination means for Tampa Bay, identify the barriers to its execution through available empirical evidence, and to develop several implementable scenarios based on an examination of nationwide best practices for regional transportation planning.

**Total Value:** $7,614,633
## Project: Improving quality of life for transportation-disadvantaged older adults through a Community-based Healthy Buddy Program

**Sponsor:** Center for Transportation & Environment  
**PI(s):** Jang/Lee  
**Value:** $60,000  
**Description:** With the number of adults in the United States reaching age 65 or above growing rapidly, there is an increasing need for community-based programs to provide personalized health education to older adults who are transportation-disadvantaged and live in medically underserved communities. A multidisciplinary approach including transportation, public health education, and instructional technology could be effective to improve the current issue. A buddy-program, pairing public health students with older adults, will be developed and implemented to increase older adult's ability to access health care facilities and promote their physical and mental health by providing personalized transportation and health information.


**Sponsor:** Center for Transportation Equity, Decisions and Dollars  
**PI(s):** Bertini  
**Value:** $29,582  
**Description:** The investigators plan to use the insights gained over the last 20 years combined to create a course curriculum that one could use to master the prerequisite essentials of physics, mathematics, and statistics and how they are used in transportation engineering.

## Project: Transportation Disadvantaged Service Plan (TDSP) -- Major Update

**Sponsor:** Collier Metropolitan Planning Organization  
**PI(s):** Joslin/Gregg  
**Value:** $30,324  
**Description:** A Transportation Disadvantaged Service Plan (TDSP) is a five-year plan required by the Florida Commission for the Transportation Disadvantaged (CTD) that calls for an annually updated strategic plan developed by the Planning Agency and the Community Transportation Coordinator (CTC) which contains development, service and quality assurance components related to the delivery of the Transportation Disadvantaged Program.
<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
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<tbody>
<tr>
<td>Florida Rural Transit Assistance Program</td>
<td>The Florida RTAP Center is a broad and flexible program of training, technical, research and other support services for small urban and rural public transit systems</td>
</tr>
<tr>
<td>Florida Statewide Transportation Demand</td>
<td>The Florida Statewide Transportation Demand Management Clearinghouse (TDM) provides technical assistance in support of Florida's six commuter assistance programs and transportation management associations/initiatives (TMA/TMI) to achieve Florida's vision and goals as identified by the Florida Department of Transportation (FDOT).</td>
</tr>
<tr>
<td>Management Clearinghouse CY 2018</td>
<td></td>
</tr>
<tr>
<td>Pilot Implementation for Preventing Incorrect Turns at Highway-Rail Grade Crossings</td>
<td>Preventing incorrect turns at highway-rail grade crossings has received considerable attention in an effort to decrease fatalities and injuries for both road users and rail users/operators. This project is to evaluate the proposed countermeasures for preventing incorrect turns at highway-rail grade crossings via pilot implementation and evaluation. Based on the evaluation results, the research team will finalize and recommend the countermeasures for future widespread implementations to effectively prevent incorrect turns of vehicles at highway-rail grade crossings.</td>
</tr>
<tr>
<td>Analysis and Implication of Emerging Travel Trends</td>
<td>This effort will provide technical support to the Maryland Department of Transportation in the form of written materials and the presentation addressing emerging demographic, economic, and technology trends and their implications on travel and transportation.</td>
</tr>
<tr>
<td>Project:</td>
<td>Advanced Ground Vehicle Technologies for Airside Operations</td>
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<tr>
<td>----------</td>
<td>-------------------------------------------------------------</td>
</tr>
<tr>
<td>Sponsor:</td>
<td>National Academy of Sciences</td>
</tr>
<tr>
<td>PI(s):</td>
<td>Kolpakov/Concas</td>
</tr>
<tr>
<td>Value:</td>
<td>$250,000</td>
</tr>
<tr>
<td>Description:</td>
<td>The purpose of this project is to identify and document the existing advanced ground vehicle technologies that can potentially be used for airside operations, and evaluate their impacts, potential benefits, infrastructure requirements and cost implications for public use airports implementing these technologies.</td>
</tr>
</tbody>
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<table>
<thead>
<tr>
<th>Project:</th>
<th>Market Value Characteristics for Property at Small Airports</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sponsor:</td>
<td>National Academy of Sciences</td>
</tr>
<tr>
<td>PI(s):</td>
<td>Kolpakov/Hinebaugh</td>
</tr>
<tr>
<td>Value:</td>
<td>$200,000</td>
</tr>
<tr>
<td>Description:</td>
<td>Determine market value guidelines for airport property, at general aviation airports.</td>
</tr>
</tbody>
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<thead>
<tr>
<th>Project:</th>
<th>Transit Dispatch and Supervisor Training</th>
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<tbody>
<tr>
<td>Sponsor:</td>
<td>New Mexico Public Transportation Association</td>
</tr>
<tr>
<td>PI(s):</td>
<td>Staes</td>
</tr>
<tr>
<td>Value:</td>
<td>$10,483</td>
</tr>
<tr>
<td>Description:</td>
<td>This course is being offered to assist transit dispatchers and other professionals within the transit industry to understand the importance, pressures and challenges dispatchers and other first line transportation supervisors experience on a daily basis. The course is a presentation and discussion of the skills and qualities required, such as leadership, communication, multi-tasking, documentation, technology, emergency management, and other areas of day-to-day activities that may provide participants the ability to grow within public transit. It will be offered as a two day course for the New Mexico Public Transportation Association.</td>
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<table>
<thead>
<tr>
<th>Project:</th>
<th>Journal of Public Transportation</th>
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<tbody>
<tr>
<td>Sponsor:</td>
<td>North Dakota State University</td>
</tr>
<tr>
<td>PI(s):</td>
<td>Bertini</td>
</tr>
<tr>
<td>Value:</td>
<td>$5,000</td>
</tr>
<tr>
<td>Description:</td>
<td>Provide editing and coordination for the Journal of Public Transportation.</td>
</tr>
</tbody>
</table>
**Project:** Evaluation of Ridar Systems App  
**Sponsor:** Ridar Systems, LLC  
**PI(s):** Lee/Islam  
**Value:** $174,229  
**Description:** Although traffic fatalities in the United States have shown a significant decline trend for the past 10 years, motorcycle fatalities still represent a large portion of total traffic fatalities relatively. Motorcycles accounted for approximately only 3.4% of the total vehicle registrations in the U.S. as of 2015 and an even smaller number of vehicle miles traveled per year. In 2015, 4,976 motorcycle riders were killed and about 88,800 motorcyclists were injured. According to a NHTSA report, motorcyclists are more than 29 times more likely to die in a traffic crash compared to passenger car occupants. This study aims to evaluate a location-based app technology, Ridar, that presents opportunities to bring real benefits to motorcyclists and bicyclists by disseminating their location to other drivers on the road as well as time to collision (as a surrogate measure of safety) prior to imminent and possible conflicts.

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**Project:** TBEST technical Suport for 2018  
**Sponsor:** ServiceEdge Solutions LLC  
**PI(s):** Polzin  
**Value:** $7,000  
**Description:** To provide website hosting and limited technical support.

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**Project:** J-11/Task 28 Analysis of Recent Public Transit Ridership Trends  
**Sponsor:** Transportation Research Board  
**PI(s):** Polzin  
**Value:** $60,000  
**Description:** This effort will produce a synthesis of the state of knowledge regarding transit ridership trends and causal factors.

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**Project:** NCHRP 25-47: How to Measure and Communicate the Value of Access Management  
**Sponsor:** Transportation Research Board  
**PI(s):** Williams  
**Value:** $600,000  
**Description:** The objective of this research is to develop guidance for transportation agencies on identifying and communicating the value of access management at the program, corridor, and project levels. The guidance will involve techniques to identify, measure, and assess the benefits and costs of access management using both quantitative and qualitative metrics.
**Project:** Roadside Encroachment Database Development and Analysis  
**Sponsor:** Transportation Research Board  
**PI(s):** Islam/Lee  
**Value:** $125,000  
**Description:** Run-off-road (ROR) traffic crashes account for almost one-third of the deaths and serious injuries each year on U.S. highways. The effective design of roadsides, including the placement of roadside safety devices, can reduce the frequency and/or severity of these crashes but requires an understanding of the nature and frequency of roadside encroachments. Unfortunately, the best quality encroachment data currently available were collected in the 1960s and 1970s. The age of these datasets means they are likely no longer representative of the current vehicle fleet or highway conditions. There is a critical need to collect new roadside encroachment data to understand the frequency and nature of encroachments across the entire vehicle fleet. These data will guide refinement of current crash testing procedures in the Manual for Assessing Safety Hardware (MASH) and facilitate updates to the Roadside Design Guide (RDG) and potentially the Highway Safety Manual (HSM).

**Project:** Creative Utilization of Urban Roadway Facilities with Predictive Safety Assessment Tool- Phase 1  
**Sponsor:** University of Texas at Arlington  
**PI(s):** Islam  
**Value:** $30,000  
**Description:**

**Project:** Weekly CUTR Facebook Live Transportation Seminar Series  
**Sponsor:** University of Texas at Arlington  
**PI(s):** Winters  
**Value:** $7,580  
**Description:** This CTEDD proposal is the first-of-its-kind student-led Transportation Webinar Series by using Facebook to stream the presentations. The webinar series will include speakers from academia, industry, and local/regional/state organizations working in the transportation sector.

**Total Value:** $2,082,922
The fifteenth annual CUTR Award Event honoring Maurice Ferré, was held on October 4, 2017 at the USF Marshall Student Center in Tampa, on the USF campus. There were 215 guests registered to attend the event.

We had 23 table sponsors, and 26 individual registrants giving us total revenue of $36,930. Total expenses were $16,605. The main expense was the room and food, totaling $11,485.

In 2016, we had 22 table sponsors with a total of 206 guests; revenue of $35,235, expenses of $19,529 for a net income of $15,706. For 2017, we had both additional revenue, and also lower overall expenses. Expenses were lowered primarily via our exclusive use of electronic invitations, eliminating the cost of the invitations, and the cost of mailing them.

One significant, but uncaptured cost, is the cost of CUTR staff labor time consumed in organizing the event. Significant time is spent in coordinating the many aspects of the event; music, catering, table settings, invitations, programs, etc.

<table>
<thead>
<tr>
<th>CUTR Award Event Summary</th>
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</thead>
<tbody>
<tr>
<td>Event Year</td>
</tr>
<tr>
<td>Revenue</td>
</tr>
<tr>
<td>Expenses</td>
</tr>
<tr>
<td>Food, bartenders, site</td>
</tr>
<tr>
<td>Chocolates</td>
</tr>
<tr>
<td>Award/plaques</td>
</tr>
<tr>
<td>Mailing Costs</td>
</tr>
<tr>
<td>Invitations</td>
</tr>
<tr>
<td>Signage</td>
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<tr>
<td>Programs</td>
</tr>
<tr>
<td>Music</td>
</tr>
<tr>
<td>Miscellaneous</td>
</tr>
<tr>
<td>Total Expenses</td>
</tr>
<tr>
<td>Net Income</td>
</tr>
<tr>
<td>Table Sponsors</td>
</tr>
<tr>
<td>Total Attendees</td>
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</table>
Advisory Board Bylaws

Center for Urban Transportation Research (CUTR)
College of Engineering | University of South Florida

Revised: October 18, 2016

Article 1: Center for Urban Transportation Research

Section 1: Powers and Objectives

The Center for Urban Transportation Research (CUTR) was established by Chapter 334.065 of the Florida Statutes. The Center was originally administered by the Board of Governors of the State University System.

The Center was established at the University of South Florida and is a continuing resource for the legislature and the Florida Department of Transportation, local governments, the nation’s metropolitan regions and the private sector in the area of urban transportation and related research and shall generate support in addition to a state-funded base of support. The Center shall promote intercampus transportation and related research activities among Florida’s universities in order to enhance the ability of these universities to attract federal and private sector funding for transportation and related research.

The responsibilities of the Center include but are not limited to conducting and facilitating research on issues related to urban transportation problems in this state and serving as an information exchange and depository for the most current information pertaining to urban transportation and related issues.

Section 2: Advisory Board

An Advisory Board shall be created to periodically and objectively review and advise the Center concerning its research program. Except for projects mandated by law, state-funded base projects shall not be undertaken without approval of the Advisory Board. The membership of the board shall consist of nine experts in transportation related areas, including the Secretary of the Florida Department of Transportation, the Secretary of the Department of Community Affairs, and the Secretary of the Department of Environmental Protection or their designees and a member of the Florida Transportation Commission.

Article 2: Membership

Section 1: Board Composition

a. The Advisory Board for the Center for Urban Transportation Research shall consist of nine members, constituted as follows:

1. The Secretary of the Florida Department of Transportation or their designee.
2. The Executive Director of the Florida Department of Economic Opportunity or their designee.
3. The Secretary of the Florida Department of Environmental Protection or their designee.
4. A member of the Florida Transportation Commission.
5. The remaining five voting members shall be experts in transportation related areas.
6. Board members shall serve a two- or four-year term as designated in their appointment. Said term shall automatically renew, unless terminated as provided herein.

b. In addition, the Director of CUTR may nominate appoint non-voting members of the Advisory Board to assist in promoting the national reach of the Center. Said nominations, by the Director shall be subject to approval of the Board and shall follow the criteria outline
herein, for appointment. The Advisory Board may nominate non-voting members to the Board. Said nominations shall be subject to the criteria outlined herein, for appointment.

c. **Appointment of Non-voting members.** There shall be up to 3 non-voting members of the Board. The decision to add any non-voting members shall be the sole decision of the Board. The non-voting members shall represent three separate regions of Florida. The first representative shall be from FDOT District’s 2 or 3. The second representative shall be from FDOT District’s 1, 7 or 5. The third representative shall be from FDOT District’s 6 or 4. Upon a selection of a non-voting member of the Board as outlined herein, the Board shall vote on the selected individuals. Upon selection, the non-voting member shall serve for a 4 year term. Said term shall not automatically renew.

**Section 2: Termination of Membership**

Membership on the Advisory Board shall be terminated upon the occurrence of any of the following events:

1. Resignation or removal of office of any of the Secretaries of Transportation, Economic Opportunity, or Environmental Protection. In the event of such termination or resignation, the newly appointed Secretary shall become automatically a member of the Advisory Board or, in the alternative, appoint a designee. Any designee serving on the board shall be reappointed by the new Secretary.
2. Death or incapacity of any of the Advisory Board members.
3. Resignation of any of the Advisory Board members.
4. Removal by competent authority.

**Article 3: Meetings of Members of Advisory Board**

**Section 1: Regular Meetings**

Regular meetings of the Advisory Board shall be held on a date and in a place determined by the Advisory Board. It is normally anticipated that meetings will be held on a quarterly basis.

**Section 2: Special Meetings**

Special meetings of the Advisory Board shall be called at any time by the Chair. It shall also be the duty of the Chair to call such a meeting whenever requested by a majority of all the members.

**Section 3: Member Quorum and Voting**

A majority of the voting members shall constitute a quorum at a meeting of the members. If a quorum is present absent members may vote on a particular issue by proxy. Members may appear by phone and such telephonic attendance shall constitute attendance for a quorum. If less than a quorum is present at any meeting, the members may adjourn the meeting to a future time and date or may hear any presentations to be made at the meeting but may not vote or transact business of the board other than for discussion purposes. For any subcommittees of the Board, the procedures outlined herein apply for any meetings.

**Section 4: Proxies**

At any meeting of the Advisory Board, a member may vote by proxy only if an actual quorum is present at the meeting. The proxy must be executed in writing by the member and shall be valid only for
the specific meeting for which the proxy is given. Said proxy shall clearly state the date, time, and place of meeting and who is designated to vote such proxy. Proxies of absent members may only be voted by other members of the Advisory Board physically present at the meeting.

Section 5: Presiding Officer

The Chair of the Advisory Board or in his or her absence, the Vice Chair, shall preside at all meetings. If the Chair or the Vice Chair is absent at the meeting but a quorum is present, then those present shall designate a presiding officer for that meeting only.

Section 6: Notice of Meetings

The Director of the Center for Urban Transportation Research shall be responsible for providing written public notice of all Advisory Board meetings, whether regular or special. Written notice of any meeting shall state the date, time, and place of the meeting, a brief description of the agenda for the meeting and shall be provided in accordance with requirements of Florida law for such public meetings.

Article 4: Advisory Board Powers

Section 1: Review of Programs

The Advisory Board shall periodically and objectively review and advise the Center concerning its research program or programs.

Section 2: Work Program and Status Report

The Director of the Center for Urban Transportation Research shall regularly provide to the Advisory Board information on the current and anticipated activities of the Center and shall solicit objective review and advice from the Advisory Board.

Section 3: Funding Sources

The Advisory Board shall assist the Center in identifying, developing and promoting funding sources for the Center’s programs and operations.

Article 5: Officers

Section 1: Presiding Officers

The officers of the Advisory Board shall be a Chair and a Vice Chair.

Section 2: Election

The officers shall be elected annually at the first scheduled meeting of the calendar year of the Advisory Board.

Section 3: Removal

Any officer may be removed by two-thirds affirmative vote by the Advisory Board whenever, in the judgment of the board, the officer’s removal will be in the best interest of the Advisory Board.

Section 4: Additional Officers
The Advisory Board shall elect or appoint from time to time such additional officers as it, in its opinion, deems are desirable for conduct of the business of the Advisory Board.

Section 5: Vacancies

If any office becomes vacant for any reason, the Advisory Board shall fill such vacancy. Any officer so appointed or elected by the Advisory Board shall serve only until the unexpired term of his or her predecessor's term expires unless reelected by the Advisory Board.

Section 6: Compensation

Officer shall not receive any compensation for services rendered by them in the performance of their duties on the Advisory Board.

Section 7: Chair

The Chair shall preside at all meetings of the Advisory Board and be an ex officio member of any standing committees.

Section 8: Vice Chair

The Vice Chair shall perform general administrative functions under the direction of the Chair. In case of the absence or disability of the Chair, the Vice Chair shall perform the Chair's duties.

Article 6: Committees

At any meeting of the Advisory Board the Board may appoint committees and committee chairs or vice chairs for the necessary transactions of the business of the Advisory Board.

Article 7: Statement of Purpose

The CUTR Advisory Board will work with the Director, administrative staff, research faculty, and students to advance the purposes of the Center for Urban Transportation Research.

As part of these bylaws, the CUTR Advisory Board adopts the following Statement of Purpose:

1. Maintain a strong advocacy role on behalf of the center, including communicating specific CUTR assets and needs to appropriate administrative, legislative and customer bodies and seeking opportunities to contribute to the resolution of important societal issues.
2. Assist in identifying future research directions for CUTR and maximize its involvement in state and national problem solving.
3. Assist as needed in securing funding for adequate physical space for CUTR's growth.
4. Assist in activities related to advancement/development, specifically, fund raising activities on behalf of CUTR.
5. Provide advice on CUTR's participation in education and training programs of the University.

Article 8: Amendment of Bylaws

These bylaws may be altered or amended or repealed and new bylaws may be adopted by a majority vote of the Advisory Board of the Center for Urban Transportation Research.
Advisory Board Bylaws

Center for Urban Transportation Research (CUTR)  
College of Engineering | University of South Florida

Revised: October 18, 2016

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Section 1: Board Composition

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The Director of the Center for Urban Transportation Research shall be responsible for providing
written public notice of all Advisory Board meetings, whether regular or special. Written notice of any meeting shall state the date, time, and place of the meeting, a brief description of the agenda for the meeting and shall be provided in accordance with requirements of Florida law for such public meetings.

**Article 4: Advisory Board Powers**

**Section 1: Review of Programs**

The Advisory Board shall periodically and objectively review and advise the Center concerning its research program or programs.

**Section 2: Work Program and Status Report**

The Director of the Center for Urban Transportation Research shall regularly provide to the Advisory Board information on the current and anticipated activities of the Center and shall solicit objective review and advice from the Advisory Board.

**Section 3: Funding Sources**

The Advisory Board shall assist the Center in identifying, developing and promoting funding sources for the Center’s programs and operations.

**Article 5: Officers**

**Section 1: Presiding Officers**

The officers of the Advisory Board shall be a Chair and a Vice Chair.

**Section 2: Election**

The officers shall be elected annually at the first scheduled meeting of the calendar year of the Advisory Board.

**Section 3: Removal**

Any officer may be removed by two-thirds affirmative vote by the Advisory Board whenever, in the judgment of the board, the officer’s removal will be in the best interest of the Advisory Board.

**Section 4: Additional Officers**

The Advisory Board shall elect or appoint from time to time such additional officers as it, in its opinion, deems are desirable for conduct of the business of the Advisory Board.

**Section 5: Vacancies**

If any office becomes vacant for any reason, the Advisory Board shall fill such vacancy. Any officer so appointed or elected by the Advisory Board shall serve only until the unexpired term of his or her predecessor’s term expires unless reelected by the Advisory Board.

**Section 6: Compensation**

Officer shall not receive any compensation for services rendered by them in the performance of their duties on the Advisory Board.
Section 7: Chair

The Chair shall be the chief executive officer of the Advisory Board and ex officio member of all standing committees. The Chair shall preside at all meetings of the members.

Section 8: Vice Chair

The Vice Chair shall perform general administrative functions under the direction of the Chair. In case of the absence or disability of the Chair, the Vice Chair shall perform the Chair’s duties.

Article 6: Committees

At any meeting of the Advisory Board the Board may appoint committees and committee chairs or vice chairs for the necessary transactions of the business of the Advisory Board.

Article 7: Statement of Purpose

The CUTR Advisory Board will work with the Director, administrative staff, research faculty, and students to advance the purposes of the Center for Urban Transportation Research.

As part of these bylaws, the CUTR Advisory Board adopts the following Statement of Purpose:

1. Maintain a strong advocacy role on behalf of the center, including communicating specific CUTR assets and needs to appropriate administrative, legislative and customer bodies and seeking opportunities to contribute to the resolution of important societal issues.
2. Assist in identifying future research directions for CUTR and maximize its involvement in state and national problem solving.
3. Assist as needed in securing funding for adequate physical space for CUTR’s growth.
4. Assist in activities related to advancement/development, specifically, fund raising activities on behalf of CUTR.
5. Provide advice on CUTR’s participation in education and training programs of the University.

Article 8: Amendment of Bylaws

These bylaws may be altered or amended or repealed and new bylaws may be adopted by a majority vote of the Advisory Board of the Center for Urban Transportation Research.
Florida Statute 334.065 outlined the purpose and structure of the center:

334.065 Center for Urban Transportation Research.—

1. There is established at the University of South Florida the Florida Center for Urban Transportation Research, to be administered by the Board of Governors of the State University System. The responsibilities of the center include, but are not limited to, conducting and facilitating research on issues related to urban transportation problems in this state and serving as an information exchange and depository for the most current information pertaining to urban transportation and related issues.

2. The center shall be a continuing resource for the Legislature, the Department of Transportation, local governments, the nation's metropolitan regions, and the private sector in the area of urban transportation and related research and shall generate support in addition to its state-funded base of support provided by s. 206.606. The center shall promote intercampus transportation and related research activities among Florida's universities in order to enhance the ability of these universities to attract federal and private sector funding for transportation and related research.

3. An advisory board shall be created to periodically and objectively review and advise the center concerning its research program. Except for projects mandated by law, state-funded base projects shall not be undertaken without approval of the advisory board. The membership of the board shall consist of nine experts in transportation-related areas, including the secretaries of the Florida Departments of Transportation and Environmental Protection, the executive director of the Department of Economic Opportunity, or their designees, and a member of the Florida Transportation Commission. The nomination of the remaining members of the board shall be made to the President of the University of South Florida by the College of Engineering at the University of South Florida, and the appointment of these members must be reviewed and approved by the Florida Transportation Commission and confirmed by the Board of Governors.

4. The center shall develop a budget pursuant to chapter 216. This budget shall be submitted to the Governor along with the budget of the Board of Governors.