



Polk Transportation Planning Organization Technical Advisory Committee (TAC)
Draft Meeting Minutes

Thursday, March 19, 2026

FDOT District 1 Conference Center
801 North Broadway Ave
Bartow, Florida 33830

Members Present:

James Phillips
Tess Schwartz, **Chair**
Sean Byers
Bob Wieggers
Juana Ayala
Jennifer Codo-Salisbury
Jay Jarvis
Carlie Flagler, **Vice Chair**

Representing:

City of Lakeland
City of Lakeland
City of Winter Haven
City of Bartow
City of Mulberry
CFRPC
Polk County Roads & Drainage
Citrus Connection

Others Present:

Angela Kaufman
Tracy Mullins
Cindy Mitchell
KC Rivera
Matt McIntosh
Darryl Richard

Representing:

Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
Polk TPO Staff
GFT
FDOT

1. Call to Order

Chair Tess Schwartz called the TAC Meeting to order at 9:32 am.

2. Confirmation of Quorum

Roll call was taken by KC Rivera, Polk TPO staff, and a quorum was not present, with only 8 of the 9 required members present.

3. Approval of Previous Meeting Minutes

January 22, 2026, TAC Meeting Minutes.

Motion: No action was taken due to the lack of a quorum.

4. Agenda Review

Angela Kaufman, Polk TPO staff, provided an overview of the TAC agenda. She noted that the committee would begin with the scheduled presentations in the event an additional member arrived to establish a quorum for action items. The presentations included the FDOT Freight Study, a Vision Zero update, and the Vulnerability Assessment. As well as action items pending quorum, which included an amendment to the Transportation Improvement Program (TIP), an amendment to the Unified Planning Work Program (UPWP), the FY 2026/27–2027/28 UPWP, Polk TPO Resolution 2026-05, and appointments to the 2026 Priorities Subcommittee.

Presentation and Status Reports

5. FDOT Freight Study Presentation

Matt McIntosh, GFT, presented the Polk County Freight Plan prepared for FDOT District One. He stated that the study included a review of prior planning efforts, ten stakeholder meetings, and analysis of intermodal infrastructure. Stakeholders identified key issues including truck driver shortages, at-grade rail crossings, air freight growth, development pressures, infrastructure needs, and truck parking challenges. Mr. MacIntosh noted a land-use profile and case studies were completed for the County and for Lakeland, Winter Haven, Haines City, and Bartow, covering existing and future conditions, regulations, planning documents, and development pipelines. He stated 53% of jobs within the county are in freight-related sectors. Commodity flows were analyzed across five dimensions: trade direction, trade type, transportation mode, commodity type, and origin/destination. The presentation concluded with recommendations to improve system functionality, consistency, and safety.

James Phillips asked when the truck parking master plan is to be published.

Matt McIntosh stated the plan has been sent to District One (1) QC (Quality Control) and it is two (2) to three (3) months away for approval.

Tess Schwartz asked about the County Line Road parking project.

Matt McIntosh noted it's entering construction and fully funded.

Edith Perez announced the new FDOT Freight point of contact is Dave Newell.

6. **Vision Zero Polk Update**

Tracy Mullins, Polk TPO Staff, provided an update on the three (3) recent workshops held in Wahneta, Auburndale, and Kathleen. He noted attendance at all three workshops was lower than anticipated and emphasized that to improve public participation we need to engage the public at already organized events.

7. **Vulnerability Assessment**

Jennifer Codo-Salisbury, CFRPC, provided an update of the ongoing Vulnerability Assessment. She presented the methodology being used to evaluate system vulnerabilities, an overview of the data collected, and preliminary observations regarding potential areas of risk. She also outlined the next steps in the assessment process, which include continued data analysis, coordination with partner agencies, and the development of recommendations to be incorporated into future planning efforts.

Action Items

8. **Review/Approve Draft Polk TPO Resolution 2026-05 Supporting the Designation of State Road 60 as a Scenic Highway**

Darryl Richard, FDOT, presented the process for designating State Road 60 as a Scenic Highway. The project is currently in Step 2 of the process, which requires a letter of support.

Angela Kaufman, Polk TPO Staff, presented the Resolution 2026-05 for the TPO's support designating State Road 60 as a Scenic Highway.

Motion: No action was taken due to the lack of a quorum

9. **Review/Approve Draft Amendment to FY 2025/26-2029/0 Transportation Improvement Program (TIP)**

Angela Kaufman, Polk TPO staff, presented the amendment to the Transportation Improvement Program (TIP) for the Moving Florida Forward initiative, which includes reconstructing and adding lanes on I-4 from west of US 27 to CR 532.

Motion: No action was taken due to the lack of a quorum.

10. **Review/Approve Draft Amendments to the FY 2024/25 – 2025/26 Unified Planning Work Program (UPWP)**

Angela Kaufman, Polk TPO staff, presented the proposed amendment to transfer \$450,000 from the FY 2024/25–2025/26 UPWP to the FY 2026/27–2027/28 UPWP to support the I-4 Passenger Rail Station Planning and Feasibility Study.

James Phillips asked if the rail study was awarded.

Cindy Mitchell reported HDR was awarded the contract and provided a brief update on the contract and consultant.

Motion: No action was taken due to the lack of a quorum.

11. Review/Approve Draft FY 2026/27 – 2027/28 Unified Planning Work Program (UPWP)

Angela Kaufman, Polk TPO staff, presented the draft FY 2026/27–2027/28 Unified Planning Work Program (UPWP), highlighting the completed and ongoing projects as well as the projects planned for the upcoming fiscal years. Due to the significant number of projects completed in the current UPWP cycle, the FY 2026/27–2027/28 UPWP will reflect a reduced budget. Ms. Kaufman also noted there was a public comment notification sent out through the Transportation Advisory Network (TAN) and provided an update of the current comments received.

Motion: No action was taken due to the lack of a quorum.

12. 2026 Priorities Subcommittee Appointments

Angela Kaufman, Polk TPO staff, requested volunteers from the TAC committee for three (3) members and one (1) alternate to review the 2026 candidate priority transportation project applications.

Members

Carlie Flagler – Citrus Connection
Juana Ayala – City of Mulberry
Richard Rank – CFRPC

Alternate

Tess Schwartz – City of Lakeland

Motion: No action was taken due to the lack of a quorum.

Communications and Reports

13. Committee Members Comments

No Committee comments.

14. Adjournment

The meeting adjourned at 10:20 a.m.

The next TAC Meeting is scheduled for May 21, 2026, and will be held at the FDOT Conference Center, Bartow.

Respectfully transcribed by KC Rivera, TPO Office Manager IV

Section 286.105, Florida Statute states that if a person decides to appeal any decision made by a board, agency or commission with respect to any matter considered at a meeting or hearing, he will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.