



MEETING AGENDA

Please be advised that the **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD** will be meeting on:

DATE: WEDNESDAY, JANUARY 26, 2022
TIME: 9:00 A.M.
PLACE: RIVER TO SEA TPO CONFERENCE ROOM
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

NOTE:
Microsoft Teams has been
established for remote participation.
Masks are requested to be worn by
those physically present according to
CDC guidelines

River to Sea TPO Board Meeting
January 26, 2022 9:00 a.m. EST

Join on your computer or mobile app
[Click here to join the meeting](#)

Or call in (audio only)
+1 561-484-5911 579695630# United States, West Palm Beach
Phone Conference ID: 579 695 630#
[Find a local number](#) | [Reset PIN](#)

Volusia County Council Vice Chair Billie Wheeler, Chairperson Presiding

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM
- II. PLEDGE OF ALLEGIANCE
- III. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- IV. CONSENT AGENDA
 - A. DECEMBER 1, 2021 RIVER TO SEA TPO BOARD MEETING MINUTES *(Contact: Debbie Stewart) (Enclosure, pages 4-11)*
 - B. TREASURER'S REPORTS *(Contact: Colleen Nicoulin) (Enclosure, pages 4, 12-13)*
 - C. EXECUTIVE COMMITTEE REPORT – Report by Volusia County Council Vice Chair Billie Wheeler, Executive Committee Chairperson *(Enclosure, pages 4, 14)*

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

IV. CONSENT AGENDA *(Continued)*

- D. EXECUTIVE DIRECTOR SEARCH COMMITTEE REPORT** - Report by Volusia County Council Vice Chair Billie Wheeler, Executive Director Search Committee Chairperson (Enclosure, pages 4, 15)
- E. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD REPORT** – Report by Volusia County Council Member Barbara Girtman, TDLCB Chairperson (Enclosure, pages 4, 16)
- F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- Report by Dr. Jason Aufdenberg, BPAC Chairperson (Enclosure, pages 4, 17)
- G. CITIZENS ADVISORY COMMITTEE REPORT** -- Report by Ms. Kerry Karl, CAC Chairperson (Enclosure, pages 4, 18)
- H. TECHNICAL COORDINATING COMMITTEE REPORT** -- Report by Ms. Becky Mendez, TCC Chairperson (Enclosure, pages 4, 19)
- I. RIVER TO SEA TPO BOARD REPORT** -- Report by Volusia County Council Vice Chair Billie Wheeler, TPO Board Chairperson (Enclosure, pages 4, 20-21)
- J. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORT** -- Report by Volusia County Council Vice Chair Billie Wheeler, TPO Board Chairperson (Enclosure, pages 4, 22)

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2022-01 AMENDING THE FY 2020/21 and 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP) (ROLL CALL VOTE REQUIRED)** (Contact: Colleen Nicoulin) (pages 23-25)
- B. REVIEW AND APPROVAL OF THE RIVER TO SEA TPO'S FY 2020/21 INDEPENDENT AUDIT REPORT** (Contact: Colleen Nicoulin) (pages 26-32)

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF UPDATED R2CTPO SAFETY DATA AND TARGETS** (Contact: Colleen Nicoulin) (Enclosure, page 33)
- B. PRESENTATION AND DISCUSSION OF UPDATED TRANSIT SAFETY DATA AND TARGETS** (Contact: Stephan Harris) (Enclosure, page 34)
- C. FDOT REPORT** (Contact: Anna Taylor, FDOT District 5) (pages 35-39)

VII. INTERIM EXECUTIVE DIRECTOR'S REPORT (page 40)

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS (Enclosure, pages 40-52)

- Bicycle/Pedestrian Advisory Committee Attendance Record – 202
- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Record– 2022
- November/December 2021 TPO Outreach and Activities
- Volusia and Flagler County Construction Reports
- Votran Service Changes
- 2023-2027 FGTS Plan Update
- DeBary SUN Trail Ribbon Cutting Event

XI. ADJOURNMENT (Enclosure, page 40)

The next River to Sea TPO Board meeting will be February 23, 2022

February 2022 Meeting Dates

Executive Committee, February 7, 2022 @ 9:00 a.m.

Executive Director Search Committee, February 7, 2022 @ 9:30 a.m.

Bicycle/Pedestrian Advisory Committee, February 9, 2022 @ 2:00 p.m.

Citizens Advisory Committee, February 15, 2022 @ 1:15 p.m.

Technical Coordinating Committee, February 15, 2022 @ 3:00 p.m.

River to Sea TPO Board, February 23, 2022 @ 9:00 a.m.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

If any person decides to appeal a decision made by this board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org. Persons who require translation services, which are provided at no cost, should contact the River to Sea TPO at (386) 226-0422 or by email at PBlankenship@r2ctpo.org at least five (5) business days prior to the event.

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

IV. CONSENT AGENDA

A. DECEMBER 1, 2021 RIVER TO SEA TPO BOARD MEETING MINUTES

B. TREASURER’S REPORTS

Monthly treasurer reports are prepared for review and approval by the River to Sea TPO Board. The November and December 2021 Treasurer’s Reports are provided for your review.

C. EXECUTIVE COMMITTEE REPORT

D. EXECUTIVE DIRECTOR SEARCH COMMITTEE REPORT

E. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD REPORT

F. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) REPORT

G. CITIZENS ADVISORY COMMITTEE (CAC) REPORT

H. TECHNICAL COORDINATING COMMITTEE (TCC) REPORT

I. RIVER TO SEA TPO BOARD SUMMARY REPORT

J. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORT

ACTION REQUESTED:

MOTION TO APPROVE THE CONSENT AGENDA

DECEMBER 1, 2021 MEETING MINUTES
OF THE
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

TPO Board Members Physically Present:

Commissioner Stacy Cantu
Mayor Karen Chasez
Commissioner Chris Cloudman, 2nd Vice Chairperson
Commissioner Victor Ramos
Councilwoman Christine Power
Commissioner Jason McGuirk
Vice Mayor Bill Lindlau**
Council Member Jeff Allebach
Mayor David Alfin
Councilman Eric Sander
Council Chair Jeff Brower
Council Member Barbara Girtman, 1st Vice Chairperson
Council Vice Chair Billie Wheeler, Chairperson
Council Member Danny Robins

TPO Board Members Virtually Present:

Council Member Richard Bryan*
Vice Mayor Gary Smith*
Dr. Jason Aufdenberg (non-voting)

TPO Board Members Absent

Commissioner Jeffrey Schuitema*
Vice Mayor John Rogers*
Commissioner Rick Belhumeur*
Commissioner Joe Mullins
Commissioner Roy Johnson
Commissioner Rick Basso*
Mayor Bill Partington (excused)
Mayor Samuel Bennett*
Council Member Scott Stiltner
Council Member Heather Post
Ruben Colón (non-voting)
Kerry Karl (non-voting)
Becky Mendez (non-voting)

*** Non-voting member in the Small City Alliance**

**** Voting member for the Small City Alliance**

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Jared Perdue
Jack Atkins
Anna Taylor
Katherine Alexander
Loreen Bobo
Big John
Jon Cheney
Kelvin Miller

Representing:

Daytona Beach
DeBary
DeLand
Deltona
Edgewater
New Smyrna Beach
Oak Hill
Orange City
Palm Coast
South Daytona
Volusia County
Volusia County District 1
Volusia County, District 2
Volusia County, District 3

Representing:

Daytona Beach Shores
Ponce Inlet
BPAC Chairperson

Representing:

Beverly Beach
Bunnell
Flagler Beach
Flagler County
Holly Hill
Lake Helen
Ormond Beach
Pierson
Port Orange
Volusia County, District 4
Volusia County School Board
CAC Chairperson
TCC Chairperson

Representing:

TPO Staff
TPO Staff
FDOT
FDOT
FDOT
FDOT
FDOT
Press
Volusia County Traffic Engineering
Votran

Others Physically Present:

Ralf Heseler

Representing:

Votran

Others Virtually Present:

Debbie Stewart, Recording Secretary

Pam Blankenship

Kellie Smith

Jay Williams

Representing:

TPO Staff

TPO Staff

FDOT

FDOT

I. Call to Order / Roll Call / Determination of Quorum

The meeting of the River to Sea Transportation Planning Organization (TPO) Board was called to order at 9:00 a.m. by TPO Chairperson Billie Wheeler. The roll was called and it was determined a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 14 voting and one non-voting members physically present; and with two non-voting members attending remotely.

MOTION: *A motion was made by Council Member Girtman to allow TPO Board members attending remotely due to COVID-19 precautions to participate and vote. The motion was seconded by Commissioner Ramos and carried unanimously.*

II. Pledge of Allegiance

The Pledge of Allegiance was given.

III. Public Comment/Participation

Mr. Big John, press, provided comments regarding the need for road funding and suggested that there may be no other way to fund roads than a sales tax. It is not a popular thing to do but it is the right thing to do. He does not expect board members to be on board now but when more data is available regarding impact fees, etc., then proceed with a sales tax if there is a need. Something has to be done as there are problems everywhere; he asked board members to have an open mind regarding a new sales tax. The only alternative is a property tax which no one wants.

IV. Consent Agenda

- A. October 27, 2021 River to Sea TPO Board Meeting Minutes
- B. Treasurer's Report
- C. Legislative Issues Subcommittee Report
- D. Executive Committee Reports
- E. Executive Director Search Committee Report
- F. Transportation Disadvantaged Local Coordinating Board Appointments
- G. Bicycle and Pedestrian Advisory Committee (BPAC) Report
- H. Citizens Advisory Committee (CAC) Report
- I. Technical Coordinating Committee (TCC) Report
- J. MPO Advisory Council (MPOAC) Report
- K. River to Sea TPO Board (R2CTPO) Report
- L. Executive Director Timesheet Review Report
- M. Review and Approval of Expenditure for the Flagler County Public Transit Block Grant Technical Assistance (\$31,663.00)
- N. Cancellation of the December 22, 2021 TPO Board Meeting

MOTION: *A motion was made by Commissioner McGuirk to approve the Consent Agenda. The motion was seconded by Councilwoman Power and carried unanimously.*

V. Action Items

A. Review and Approval of Resolution 2021-22 Amending the Policy for the Annual Allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) Funding and Other State and Federal Funds Identified in the 2045 Long Range Transportation Plan (LRTP)

Chairperson Wheeler stated Resolution 2021-22 sets the TPO's policy pertaining to the allocation of funding for the Surface Transportation Block Grant (STBG) Program.

Ms. Nicoulin stated this resolution was reviewed last month. There has been one change recommended by the advisory committees; Paragraph 5 states any remaining current year funds may be allocated for other projects on the priority list or to cover cost increases. The advisory committees recommended additional language stating that any remaining funds be allocated to a project in the same category first. If there is not a project within the same category, then staff will look at other projects on the priority list.

MOTION: A motion was made by Council Member Girtman to approve Resolution 2021-22 amending the Policy for the Annual Allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) Funding and Other State and Federal Funds Identified in the 2045 Long Range Transportation Plan (LRTP) as amended adding language that any remaining current year funds be allocated to a like project first or the next project on the priority list. The motion was seconded by Mayor Chasez and carried unanimously.

B. Review and Approval of Resolution 2021-23 Amending the Policy for Defining the Local Match Requirements Placed on Member Local Governments for Projects Prioritized for Funding by the TPO

Chairperson Wheeler stated Resolution 2021-23 sets the TPO's policy pertaining to local match requirements placed on member local governments for projects prioritized for funding by the TPO and establishes definitions and policy for project cost over runs and cost increases. At the last TPO Board meeting, members discussed the TIP Subcommittee's recommendation to remove the threshold percentage of a project cost increase that may be authorized by the Executive Director.

Ms. Nicoulin stated this resolution was also reviewed last month as presented with the changes recommended by the TIP Subcommittee. The proposed revision by the TIP Subcommittee was to remove the current threshold of 10% for cost increases and allow the Executive Director authority to approve a justified cost increase. Last month the board requested additional information regarding projects in the current year; there are currently five projects for construction in the current year that total approximately \$5.5 million. She reviewed those projects and the funding associated with each project. These are the projects that this policy would apply to if a cost increase occurs and additional funding is needed. This policy was discussed at the advisory committees; the BPAC recommended that there should be a threshold but did not recommend a threshold percentage; the CAC recommended a 25% threshold; and the TCC recommended a 50% threshold.

Mayor Chasez commented the board had also asked for examples of when this has happened in the past.

Ms. Nicoulin replied that requests for additional funding in the past did not come to her so she was only able to identify one or two requests for additional funding.

MOTION: A motion was made by Council Member Girtman to approve Resolution 2021-23 amending the policy for defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO including a threshold of 50% for Executive Director approval of cost increases. The motion was seconded by Mayor Chasez

Members discussed the policy and the recommendations from the advisory committees and the possibility of cost increases; they agreed on the TCC's recommendation of a 50% threshold.

The motion carried unanimously.

C. Review and Approval of Resolution 2021-24 Reaffirming the Policy for Establishing and Maintaining Transportation Priority Projects

Ms. Nicoulin stated there are no changes to this resolution that reaffirms the policy for establishing and maintaining transportation priority projects.

MOTION: *A motion was made by Commissioner McGuirk to approve Resolution 2021-24 reaffirming the policy for establishing and maintaining transportation priority projects. The motion was seconded by Council Member Allebach and carried unanimously.*

D. Review and Approval of the Priority Project Applications for Traffic Operations/Safety and Local Initiatives Projects, Transportation Planning Studies, and Bicycle/Pedestrian Projects

Chairperson Wheeler stated the Annual Call for Projects collects projects applications for three categories:

1. Traffic Operations, Safety & Local Initiatives
2. Bicycle & Pedestrian & Local Initiatives
3. Transportation Planning Studies

Each year, a subcommittee reviews and evaluates the project applications and ranking criteria and makes recommended improvements for the next cycle. The applications were presented at the last TPO Board meeting and there are no significant changes to the applications over last month.

Ms. Nicoulin announced the annual Call for Projects is scheduled to open Friday, December 3, 2021 and close February 25, 2022.

MOTION: *A motion was made by Council Member Girtman to approve the priority project applications for Traffic Operations/Safety and Local Initiatives projects, Transportation Planning studies, and Bicycle/Pedestrian projects. The motion was seconded by Commissioner Ramos and carried unanimously.*

E. Review and Approval of 2022 R2CTPO Legislative Positions

Chairperson Wheeler stated each year the TPO develops a set of legislative positions and they are updated annually through a subcommittee of the TPO Board. The Legislative Issues Subcommittee met in October to consider updates for the 2022 Legislative Session. These considerations were discussed at the last TPO Board meeting. The Subcommittee met again in November to review a final draft of the positions for 2022. The package included in your agenda includes a strike-through and underline version along with a clean version of the 2022 Positions.

Ms. Nicoulin reviewed the recommended changes which include increasing transportation funding, supporting transit funding, refining the language regarding improving the transportation system and adding language that supports the analysis of additional revenue sources.

Members discussed the recommended changes as well as the gas tax, addressing electric vehicles and additional revenue sources.

MOTION: *A motion was made by Vice Mayor Lindlau to approve the 2022 R2CTPO Legislative Positions. The motion was seconded by Councilwoman Power and carried unanimously.*

VI. Presentations and Discussion Items

A. Presentation and Discussion of FDOT's Tentative Five-Year Work Program

Chairperson Wheeler recognized FDOT District 5 Secretary, Mr. Jared Perdue, and thanked him for being in attendance today and for improving the communication between FDOT and the TPO. She introduced Ms. Katherine Alexander, FDOT District 5 Program Management Administrator, to provide a presentation of the tentative Work Program highlighting projects specific to the River to Sea TPO planning area.

Ms. Alexander gave a PowerPoint presentation of the tentative Five-Year Work Program for FY 2022/23 to 2026/27. The program is a list of transportation needs for the district spanning a five-year horizon that takes effect on July 1, 2022 once approved; she reviewed the types of projects included and explained that they are based on TPO and FDOT priorities. She explained the development flow of the Five-Year Work Program. A public hearing regarding the Work Program was held from October 25, 2021 through October 29, 2021 with the deadline for public comments on November 12, 2021 and the deadline for TPO comments on Friday, November 19, 2021. The Work Program must be approved by the Governor and then the Legislature. She reviewed the funding allocation amounts for the River to Sea TPO planning area and the project types the funding is assigned to. She reviewed the key projects funded in the Work Program for the TPO's planning area as well as projects that were deleted. The Work Program is available online for review.

Members discussed the key projects within the TPO's planning area including the SR 44 and Kepler Road project, the Maytown Road at I-95 interchange and LPGA Boulevard project. They also discussed funding for the key projects. They stressed that the Kepler Road/SR 44 project is a critical project. Secretary Perdue provided more information and answered questions regarding these specific projects.

B. Presentation and Discussion of FDOT's Safety Program

Chairperson Wheeler introduced Ms. Loreen Bobo, FDOT D-5 Safety Administrator, to give the presentation.

Ms. Nicoulin noted that this is a timely presentation as the TPO will be establishing and adopting our required safety targets in January and February, 2022. In the past the TPO has followed a methodology of an annual target of a 2% reduction in each category; the TPO has always supported FDOT's target of Vision Zero as the long-term goal. The safety targets will be discussed in January and adopted in February.

Ms. Loreen Bobo, FDOT D-5 Safety Administrator, gave a PowerPoint presentation of FDOT's Safety Program and their target of Vision Zero for fatalities and serious injuries; each project is reviewed to see what can be done to improve safety on the roadways. Safety projects must have a cost/benefit ratio; they only receive \$21 million for safety projects in District 5. However, safety measures are put into all projects. The Safety Office works with every FDOT department to improve safety and strive for zero fatalities. FDOT wants to provide a unified effort to greatly reduce crashes and the effects of crashes to ultimately get to zero fatalities and serious injuries. She reviewed FDOT's strategic plan's three foundations which includes collaboration, infrastructure and education and explained each. She explained Vision Zero and noted there are federal resolutions being considered to reach that goal by the year 2050. She explained the High Visibility Enforcement Program and encouraged members to get their police and sheriffs' departments to participate.

Members discussed the presentation and the safety concerns in the planning area including speeding and distracted driving; they discussed ways to improve safety including driver education, narrowing vehicle travel lanes, and lowering speed limits.

C. Presentation and Discussion of the Two-Year Unified Planning Work Program (UPWP) for FY 2022/23 and 2023/24

Chairperson Wheeler stated the Unified Planning Work Program (UPWP) documents a two-year program of activities, work products and budgeted funds. The current UPWP is effective through June 30, 2022. A draft UPWP covering the next two-year period beginning July 1, 2022 is required to be submitted to FDOT for review by March 15th.

Ms. Nicoulin stated every two years the TPO develops a new UPWP which outlines the activities staff will be undertaking; the deliverables, studies and the budget for those activities. Staff is beginning to develop the new UPWP which will go into effect July 1, 2022. A subcommittee has been formed from members of the advisory committees to help identify projects and activities for the new UPWP; these activities have to be supported by the budget. She reviewed some of the projects from the last UPWP. She asked if there are any areas of concern or suggestions board members may have for the subcommittee to discuss.

Mayor Chasez suggested that the school safety studies be revisited; the issue in her city has been resolved but there are many issues throughout the county due to changes in population patterns in the schools. There are serious challenges around the schools especially at the beginning and end of the school day. School safety should be a priority campaign for the students.

D. Presentation and Discussion of an Amendment to the Unified Planning Work Program (UPWP) for FY 2020/21 and 2021/22

Ms. Nicoulin stated the development of the new UPWP was discussed earlier but there will also be an amendment to the current UPWP. Staff is currently working through the details; there is funding that needs to be added. When a UPWP has been completed but before moving into the new one, a de-obligation process is done; if funds that are not going to be used are de-obligated before the end of the year they will be available in the first year of the new UPWP. Any funds that are not de-obligated will be available in the second year of the UPWP. Staff is also reviewing projects and deliverables; since the TPO is operating at half-staff there are some projects that cannot be completed. Specifics regarding the UPWP amendment will be brought back in January.

E. FDOT Report

The FDOT report was provided in the agenda; Ms. Taylor stated a press release was sent out earlier this week regarding a lane/ramp closure at LPGA Boulevard and I-95 southbound that began at 7:00 pm Monday, November 29, 2021 and ending at 7:00 pm Thursday, December 2, 2021. FDOT is completing the resurfacing of I-95 and they anticipate more lane closures. All of the mainline resurfacing is complete and they are now working on the ramps.

VII. Interim Executive Director's Report

→ Update on Transportation Legislation

Ms. Nicoulin announced the federal infrastructure bill passed last month; staff will continue to monitor how it will affect the TPO; more information will be brought forward in the coming months.

→ Update on Executive Director Search

Ms. Nicoulin stated the search campaign for a new Executive Director was launched last Wednesday; the position has been officially advertised. It will close on December 26, 2021; the recruitment firm, SGR, will then process the resumes and meet with the Executive Director Search Committee during January and February with the goal of bringing a candidate recommendation to the TPO Board at the February Board meeting. A link to the advertisement is available on the TPO's website and the position was advertised through SGR in national publications and resources.

VIII. River to Sea TPO Board Member Comments

There were no member comments.

IX. River to Sea TPO Chairperson Comments

There were no TPO Chairperson comments.

X. Information Items

- Citizens Advisory Committee Attendance Record – 2021
- Technical Coordinating Committee Attendance Report – 2021
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2021
- October TPO Outreach and Activities
- Volusia and Flagler County Construction Reports
- R2CTPO Annual Holiday Open House & Toy Drive Flyer
- 2022 R2CTPO Meeting Schedule

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:52 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIRPERSON BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the December 1, 2021 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 26th day of January 2022.

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 21/22
PERIOD ENDING NOVEMBER 30, 2021

<u>DESCRIPTION</u>	<u>21/22 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$ 115,510.00	\$3,212.39	\$77,819.42	\$37,690.58	67.37%
STATE FUNDS	\$ 31,428.00	0.00	11,314.08	20,113.92	36.00%
FEDERAL FUNDS	\$ 1,673,272.00	0.00	0.00	1,673,272.00	0.00%
<u>REVENUES</u>	\$ 1,820,210.00	\$3,212.39	\$89,133.50	\$1,731,076.50	4.90%
<u>EXPENSES</u>					
SALARIES	\$ 594,624.00	\$21,132.57	\$150,589.46	\$444,034.54	25.33%
FRINGE BENEFITS	\$ 215,392.00	7,459.77	57,258.63	158,133.37	26.58%
OFFICE SUPPLIES	\$ 10,000.00	367.51	1,977.67	8,022.33	19.78%
POSTAGE	\$ 5,000.00	7.38	1,483.94	3,516.06	29.68%
OFFICE RENT EXPENSE	\$ 128,100.00	18,637.56	57,096.70	71,003.30	44.57%
ADVERTISING	\$ 4,000.00	316.88	2,152.83	1,847.17	53.82%
PRINTING	\$ 8,000.00	0.00	26.00	7,974.00	0.33%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	0.00	475.00	5,825.00	7.54%
FEES	\$ 40,900.00	20,417.81	51,218.87	(10,318.87)	125.23%
DUES	\$ 6,694.00	120.00	2,086.50	4,607.50	31.17%
PUBLICATIONS	\$ 1,050.00	283.10	723.63	326.37	68.92%
COPY EXPENSE	\$ 22,000.00	546.48	2,659.17	19,340.83	12.09%
COPY MACHINE COSTS	\$ 21,000.00	534.59	2,477.55	18,522.45	11.80%
TRAVEL EXPENSE	\$ 15,575.00	672.16	1,214.38	14,360.62	7.80%
AWARDS PROGRAM/PROMO	\$ 8,000.00	2,611.58	2,861.58	5,138.42	35.77%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 607,168.00	3,892.45	47,103.20	560,064.80	7.76%
MEETING EXPENSE	\$ 2,000.00	84.97	444.81	1,555.19	22.24%
LIABILITY INSURANCE	\$ 16,937.00	0.00	3,811.50	13,125.50	22.50%
REPAIRS	\$ 4,000.00	0.00	0.00	4,000.00	0.00%
NETWORK COSTS	\$ 37,220.00	1,979.98	20,052.07	17,167.93	53.87%
CAPITAL OUTLAY	\$ 5,000.00	0.00	0.00	5,000.00	0.00%
SOFTWARE	\$ 5,650.00	83.25	2,988.25	2,661.75	52.89%
TELEPHONE	\$ 3,600.00	198.00	990.50	2,609.50	27.51%
EDUCATION	\$ 2,000.00	0.00	0.00	2,000.00	0.00%
CONTINGENCY	\$ 50,000.00	0.00	0.00	50,000.00	0.00%
<u>EXPENSES</u>	\$ 1,820,210.00	\$79,346.04	\$409,692.24	\$1,410,517.76	22.51%
<u>BALANCE</u>	\$ -	(\$76,133.65)	(\$320,558.74)	\$320,558.74	

42% OF YEAR COMPLETE

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
MONTHLY TREASURER REPORT FY 21/22
PERIOD ENDING DECEMBER 31, 2021

<u>DESCRIPTION</u>	<u>21/22 BUDGET</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<u>REVENUES</u>					
LOCAL FUNDS	\$ 115,510.00	\$349.56	\$78,168.98	\$37,341.02	67.67%
STATE FUNDS	\$ 31,428.00	0.00	11,314.08	20,113.92	36.00%
FEDERAL FUNDS	\$ 1,673,272.00	37,645.59	37,645.59	1,635,626.41	2.25%
<u>REVENUES</u>	\$ 1,820,210.00	\$37,995.15	\$127,128.65	\$1,693,081.35	6.98%
<u>EXPENSES</u>					
SALARIES	\$ 594,624.00	\$21,528.44	\$172,117.90	\$422,506.10	28.95%
FRINGE BENEFITS	\$ 215,392.00	8,320.76	65,579.39	149,812.61	30.45%
OFFICE SUPPLIES	\$ 10,000.00	384.13	2,361.80	7,638.20	23.62%
POSTAGE	\$ 5,000.00	10.85	1,494.79	3,505.21	29.90%
OFFICE RENT EXPENSE	\$ 128,100.00	470.62	57,567.32	70,532.68	44.94%
ADVERTISING	\$ 4,000.00	0.00	2,152.83	1,847.17	53.82%
PRINTING	\$ 8,000.00	0.00	26.00	7,974.00	0.33%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	0.00	475.00	5,825.00	7.54%
FEES	\$ 40,900.00	11,402.57	62,621.44	(21,721.44)	153.11%
DUES	\$ 6,694.00	0.00	2,086.50	4,607.50	31.17%
PUBLICATIONS	\$ 1,050.00	0.00	723.63	326.37	68.92%
COPY EXPENSE	\$ 22,000.00	336.63	2,995.80	19,004.20	13.62%
COPY MACHINE COSTS	\$ 21,000.00	570.97	3,048.52	17,951.48	14.52%
TRAVEL EXPENSE	\$ 15,575.00	92.57	1,306.95	14,268.05	8.39%
AWARDS PROGRAM/PROMO	\$ 8,000.00	51.27	2,912.85	5,087.15	36.41%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 607,168.00	0.00	43,948.90	563,219.10	7.24%
MEETING EXPENSE	\$ 2,000.00	0.00	444.81	1,555.19	22.24%
LIABILITY INSURANCE	\$ 16,937.00	3,811.50	7,623.00	9,314.00	45.01%
REPAIRS	\$ 4,000.00	0.00	0.00	4,000.00	0.00%
NETWORK COSTS	\$ 37,220.00	144.98	20,197.05	17,022.95	54.26%
CAPITAL OUTLAY	\$ 5,000.00	0.00	0.00	5,000.00	0.00%
SOFTWARE	\$ 5,650.00	0.00	2,988.25	2,661.75	52.89%
TELEPHONE	\$ 3,600.00	198.00	1,188.50	2,411.50	33.01%
EDUCATION	\$ 2,000.00	0.00	0.00	2,000.00	0.00%
CONTINGENCY	\$ 50,000.00	0.00	0.00	50,000.00	0.00%
<u>EXPENSES</u>	\$ 1,820,210.00	\$47,323.29	\$453,861.23	\$1,366,348.77	24.93%
<u>BALANCE</u>	\$ -	(\$9,328.14)	(\$326,732.58)	\$326,732.58	

50% OF YEAR COMPLETE



**EXECUTIVE COMMITTEE
MEETING SUMMARY
JANUARY 5, 2022**

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with six voting members physically present

- Received public comment
- Received update on COVID-19 business practices and impacts
- Received update on TPO financial management
- Received update on office relocation
- Reviewed and approved the Consent Agenda including the November 3, 2021, November 17, 2021 and December 1, 2021 Executive Committee minutes; and the Executive Director Timesheet Review Report
- Received presentation on R2CTPO financial statements; reviewed and recommended approval of the R2CTPO FY 2020/21 annual audit report
- Reviewed and postponed the expenditure for the “Tell the TPO” survey (\$40,000) for a year
- Reviewed and approved January 26, 2022 TPO Board agenda as amended removing the approval of expenditure for the “Tell the TPO” survey from the Consent Agenda

**THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON
MONDAY, FEBRUARY 7, 2022 @ 9:00 A.M.**



**EXECUTIVE DIRECTOR SEARCH COMMITTEE
MEETING SUMMARY
JANUARY 5, 2022**

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with seven members physically present

- Reviewed and approved the November 17, 2021 Executive Director Search Committee (EDSC) minutes
- Reviewed and approved Strategic Government Resources (SGR) contract extension through April 1, 2022
- Received presentation on the recruitment process for the Executive Director position and discussed the candidate pool; reached a consensus to extend the application deadline to January 31, 2022
- Scheduled the next EDSC for Monday, February 7, 2022 at 9:30 am

**THE NEXT EXECUTIVE DIRECTOR SEARCH COMMITTEE MEETING WILL BE ON
MONDAY, FEBRUARY 7, 2022 AT 9:30 AM**



**Transportation Disadvantaged Local Coordinating Board (TDLCB)
Meeting Summary
January 12, 2022**

The meeting was held as a hybrid due to COVID-19 in accordance with AGO 2003-41 with seven voting members physically present and three voting members attending remotely

- Approved a motion allowing members attending remotely to participate and vote due to COVID-19 precautions
- Approved the minutes of the October 13, 2021 TDLCB meeting
- Approved the minutes of the October 13, 2021 TD Public Hearing
- Reviewed and approved the Community Transportation Coordinator's (CTC) monthly paratransit reports for September, October and November 2021
- Reviewed and approved Votran's Paratransit Trip Prioritization Process
- Reviewed and approved a letter of support for Votran's re-designation as the Community Transportation Coordinator (CTC)
- Received a presentation of the Transportation Disadvantaged Program and Parliamentary Procedures
- Received staff comments regarding 2021 FPTA/CTD Annual Conference Awards; announced the R2CTPO won the FPZA Outstanding Planning Study Award for the Paratransit Service Analysis; announced the Public Transportation and TD Legislative Awareness Day will be February 16, 2022; and update on Votran's temporary service changes

****The next TDLCB meeting will be on Wednesday, April 13, 2022*****

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



Bicycle/Pedestrian Advisory Committee (BPAC) Meeting Summary January 12, 2022

The meeting was held as a hybrid due to COVID-19 in accordance with AGO 2003-41 with twelve voting and two non-voting members physically present; and four voting and two non-voting members attending remotely

- Approved a motion to allow members attending remotely to participate and vote
- Approved the minutes of the November 10, 2021 BPAC meeting
- Received a presentation of FDOT's Safety Program
- Received a presentation of updated safety data and targets
- Received a presentation of updated transit safety data and targets
- Received staff comments regarding DeBary SUN Trail project ribbon cutting event; Votran's service changes; update on 2021 Bipartisan Infrastructure Law; and update on 2022 Call for Projects
- Received member comments

*****The next BPAC meeting will be on Wednesday, February 9, 2022 at 2:00 pm*****



Citizens Advisory Committee (CAC) Meeting Summary January 18, 2022

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 14 voting and two non-voting members physically present; and with three voting members virtually present

- Approved a motion allowing members attending virtually to participate and vote
- Received public comment regarding the need for safety measures at the intersection of US 17 and Spring Garden Ranch Road in DeLeon Springs
- Approved the November 16, 2021 CAC minutes
- Reviewed and recommended approval of Resolution 2022-## amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) by roll call vote
- Received a presentation and discussion of updated R2CTPO safety data and targets
- Approved a motion to allow the public to comment and/or ask questions
- Received a PowerPoint presentation and discussion of updated transit safety data and targets
- Received the FDOT report; announced a number of nightly road closings starting tomorrow, January 19, 2022 on the on/off ramps of I-95 at LPGA Boulevard and SR 40
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Received staff comments including an update on the search for a new Executive Director; and announced the TPO won the Outstanding Planning Study award from the Florida Planning and Zoning Association for the Paratransit Service Analysis
- Received member comments; announced Votran's temporary service changes; announced a public meeting for the Mason Avenue Corridor Planning Study on January 19, 2021 at 5:30 pm at the Midtown Cultural and Education Center

*****The next CAC meeting will be on Tuesday, February 15, 2022*****

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



Technical Coordinating Committee (TCC) Meeting Summary January 18, 2022

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41; with 13 voting members and 2 non-voting members physically present; with 3 voting members virtually present

- Approved a motion allowing members attending virtually to participate and vote
- Approved the November 16, 2021 TCC meeting minutes
- Reviewed and recommended approval of Resolution 2022-## amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) by a roll call vote
- Received a PowerPoint presentation and discussion of updated of R2CTPO safety data and targets
- Received a PowerPoint presentation and discussion of updated transit safety data and targets
- Received a presentation and workshop for the 2022 Call for Projects; announced the deadline to submit project applications and updated project cost estimates is February 25, 2022 at 2:00 pm
- Received the FDOT report; announced a number of nightly road closings starting tomorrow, January 19, 2022 on the on/off ramps of I-95 at LPGA Boulevard and SR 40
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Received staff comments including an update on the search for a new Executive Director; announced a public meeting for the Mason Avenue Corridor Planning Study on January 19, 2022 at 5:30 pm at the Midtown Cultural and Education Center; and announced the TPO won the Outstanding Planning Study award from the Florida Planning and Zoning Association for the Paratransit Service Analysis
- Received member comments; announced Votran's temporary service changes

*****The next TCC meeting will be on Tuesday, February 15, 2022*****

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	



**River to Sea TPO Board
Meeting Summary
December 1, 2021**

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 14 voting and one non-voting members physically present; and with two non-voting members attending remotely

- Approved a motion allowing members attending remotely to participate and vote due to COVID-19 precautions
- Received public comment regarding the need to find funding for road improvements such as a new sales tax
- Approved the Consent Agenda including approval of: October 27, 2021 meeting minutes; MPOAC Report; Executive Director's timesheet review report; expenditure for the Flagler County Public Transit Block Grant Technical Assistance (\$31,663.00); and cancellation of the December 22, 2021 TPO Board meeting
- Approved Resolution 2021-22 amending the policy for the annual allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable (SU) funding and other state and federal funds identified in the 2045 Long Range Transportation Plan (LRTP)
- Approved Resolution 2021-23 amending the policy for defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO including increasing the threshold percentage of cost increases authorized by the Executive Director to 50%
- Approved Resolution 2021-24 reaffirming the policy for establishing and maintaining transportation priority projects
- Approved the priority project applications for Traffic Operations/Safety and Local Initiatives projects, Transportation Planning studies, and Bicycle/Pedestrian projects
- Approved the 2022 R2CTPO Legislative Positions
- Received a PowerPoint presentation of FDOT's Tentative Five-Year Work Program for FY 2022/23 to 2026/27
- Received a PowerPoint presentation of FDOT's Safety Program
- Discussed the two-year Unified Planning Work Program (UPWP) for FY 2022/23 and 2023/24
- Discussed an amendment to the Unified Planning Work Program (UPWP) for FY 2020/21 and 2021/22

- Received the FDOT report; announced a three-day closure of the westbound LPGA Boulevard ramp to southbound I-95 from Monday, November 29, 2021 through Thursday, December 2, 2021
- Received the Interim Executive Director's report on transportation legislation; and an update on the Executive Director search

The next River to Sea TPO Board meeting will be on Wednesday, January 26, 2022 at 9:00 am



To: River to Sea TPO Board

From: Volusia County Vice-Chair Billie Wheeler, River to Sea TPO Chairperson

Date: November 03, 2021

RE: River to Sea TPO Chairperson Report of Timesheet Review

In accordance with the River to Sea TPO's Timekeeping and Travel Reimbursement Policy that became effective on November 1, 2019, the following timesheets were provided to the River to Sea TPO Chairperson for review on November 03, 2021. From this submission, the Chairperson selected a sample of timesheets to review for timely submission, accuracy and consistency of work detail.

Timesheets Provided		Timesheets Reviewed Chair Initial
Batch Number	Time Period	
738	September 26, 2021 through October 02, 2021	BW
739	October 03, 2021 through October 09, 2021	
740	October 10, 2021 through October 16, 2021	BW
741	October 17, 2021 through October 23, 2021	
742	October 24, 2021 through October 30, 2021	

BW No abnormalities noted.

_____ Abnormalities were noted and have been resolved.

_____ Abnormalities were noted and have not been resolved.

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

V. ACTION ITEMS

A. REVIEW AND APPROVAL OF RESOLUTION 2022-01 AMENDING THE FY 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP) (ROLL CALL VOTE REQUIRED)

Background Information:

The activities, work products, programs and budgeted funds of the River to Sea TPO are documented in the Unified Planning Work Program (UPWP). Because the UPWP is developed well before the fiscal year begins, periodic updates as may be needed to ensure funding is allocated properly to support available funding and scheduled activities.

The River to Sea TPO utilizes Federal Transit Administration (FTA) Section 5305(d) planning funds to support planning activities that relate to public transit service operating within the TPO planning area. An amendment to the FY 2020/21 and 2021/22 UPWP is required to allocate an additional \$32,705 in FTA Section 5305(d) funds in Task 4.01 – Transit Planning.

The proposed UPWP amendment is more particularly described in the attached Resolution 2022-01.

ACTION REQUESTED:

MOTION TO APPROVE RESOLUTION 2022-01 AMENDING THE FY 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP) BY ROLL CALL VOTE

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-01

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE FISCAL YEAR (FY) 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP)

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the designated urbanized area; and

WHEREAS, pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.310, and Florida Statutes 339.175, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and a portion of Flagler County as defined by the Metropolitan Planning Area; and

WHEREAS, pursuant to 23 U.S.C. 134, 23 CFR 450, and Florida Statutes 339.175, require the River to Sea TPO and the Florida Department of Transportation (FDOT) to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

WHEREAS, the River to Sea TPO shall endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324 and Florida Statutes 339.175, among which is the Unified Planning Work Program (UPWP); and

WHEREAS, the Unified Planning Work Program (UPWP) is a two-year work plan that identifies federal funding available to the TPO including metropolitan planning funds (PL Funds) authorized under 23 USC 104(f), Section 5305(d) transit planning funds and Urban Attributable (SU) funds; and

WHEREAS, the River to Sea TPO has the authority to enter into this Agreement and to undertake the responsibilities as described.

NOW, THEREFORE, BE IT RESOLVED by the River to Sea Transportation Planning Organization (TPO) that the Chairperson of the TPO (or his/her designee) is hereby authorized to:

1. Amend the TPO's FY 2020/21 and FY 2021/22 UPWP to include an additional \$32,705 in Federal Transit Administration (FTA) Section 5305(d) funds apportioned to the River to Sea TPO in Task 4.01 - Transit Planning; and
2. Execute any agreements that may be required to implement these changes or access the available funds; and
3. submit copies of this resolution and the executed agreement to:
 - a. Florida Department of Transportation;

- b. Federal Transit Administration (through the Florida Department of Transportation); and the
- c. Federal Highway Administration (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 26th day of January, 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of a resolution, adopted at a legally convened meeting of the River to Sea TPO held on January 26, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

V. ACTION ITEMS

B. REVIEW AND APPROVAL OF THE RIVER TO SEA TPO'S FY 2020/21 INDEPENDENT AUDIT REPORT

Background Information:

Each year the River to Sea TPO undergoes a financial audit. The audit report was reviewed and recommended for approval by the Executive Committee at their January 5, 2022 meeting.

Mr. Zach Chalifour, James Moore & Co., will make a presentation and answer questions regarding the River to Sea TPO's independent audit for fiscal year ended June 30, 2021.

The annual audit letter and presentation overview is provided in the agenda packet. The complete audit report is provided at the following link:

<https://www.r2ctpo.org/wp-content/uploads/2021-Financial-Statements-R2CTPO-2021-Audit.pdf>

ACTION REQUESTED:

MOTION TO APPROVE THE RIVER TO SEA TPO'S FY 2020/21 INDEPENDENT AUDIT REPORT

December 22, 2021

To the Governing Board,
River to Sea Transportation Planning Organization:

We have audited the financial statements of River to Sea Transportation Planning Organization (the Organization) as of and for the years ended June 30, 2021, and have issued our report thereon dated December 22, 2021. Professional standards require that we advise you of the following matters relating to our audit.

Our Responsibility in Relation to the Financial Statement Audit

As communicated in our engagement letter dated June 23, 2021, our responsibility, as described by professional standards, is to form and express an opinion about whether the financial statements that have been prepared by management with your oversight are presented fairly, in all material respects, in accordance with accounting principles generally accepted in the United States of America. Our audit of the financial statements does not relieve you or management of your respective responsibilities.

Our responsibility, as prescribed by professional standards, is to plan and perform our audit to obtain reasonable, rather than absolute, assurance about whether the financial statements are free of material misstatement. An audit of financial statements includes consideration of internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control over financial reporting. Accordingly, as part of our audit, we considered the internal control of the Organization solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are also responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures for the purpose of identifying other matters to communicate to you.

We have provided our findings regarding significant control deficiencies over financial reporting and other matters noted during our audit, as applicable, in a separate letter to you dated December 22, 2021.

Planned Scope and Timing of the Audit

We conducted our audit consistent with the planned scope and timing we previously communicated to you.

Compliance with All Ethics Requirements Regarding Independence

The engagement team, others in our firm, as appropriate, our firm has complied with all relevant ethical requirements regarding independence.

121 Executive Circle
Daytona Beach, FL 32114-1180
Telephone: 386-257-4100

133 East Indiana Avenue
DeLand, FL 32724-4329
Telephone: 386-738-3300

5931 NW 1st Place
Gainesville, FL 32607-2063
Telephone: 352-378-1331

2477 Tim Gamble Place, Suite 200
Tallahassee, FL 32308-4386
Telephone: 850-386-6184

We have applied safeguards related to our preparation of the Organization's financial statements, including, but not limited to, an assessment of management's skill, knowledge, and experience.

Qualitative Aspects of the Entity's Significant Accounting Practices

Significant Accounting Policies

Management has the responsibility to select and use appropriate accounting policies. A summary of the significant accounting policies adopted by the Organization is included in Note 1 to the financial statements. No matters have come to our attention that would require us, under professional standards, to inform you about (1) the methods used to account for significant unusual transactions and (2) the effect of significant accounting policies in controversial or emerging areas for which there is a lack of authoritative guidance or consensus.

Significant Accounting Estimates

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's current judgments. Those judgments are normally based on knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ markedly from management's current judgments.

The most sensitive accounting estimates affecting the financial statements are:

Management's estimate of the net pension liability was based on actuarial factors and were calculated by actuaries independent of the Organization. We evaluated the key factors and assumptions used to develop the fair value estimate and determined that it is reasonable in relation to the basic financial statements taken as a whole and in relation to the applicable opinion units.

Financial Statement Disclosures

Certain financial statement disclosures involve significant judgment and are particularly sensitive because of their significance to financial statement users. The most sensitive disclosures affecting the Organization's financial statements relate to:

Note 9 to the financial statements summarizes the basic information regarding the Organization's pension plans and the actuarial determined unfunded liability.

Note 10 to the financial statements summarizes recently issued Governmental Accounting Standards Board pronouncements.

Significant Difficulties Encountered during the Audit

We encountered various difficulties relating to the performance of the audit related to incomplete and/or inaccurate documentation, and documentation not being received in a timely manner, largely as reflected in some of our comments related to the Organization's internal control identified in the audit report.

Uncorrected and Corrected Misstatements

For purposes of this communication, professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that we believe are trivial, and communicate them to the appropriate level of management. Further, professional standards require us to also communicate the effect of uncorrected misstatements related to prior periods on the relevant classes of transactions, account balances or disclosures, and the financial statements as a whole and each applicable opinion unit. Management has corrected all identified misstatements.

In addition, professional standards require us to communicate to you all material, corrected misstatements that were brought to the attention of management as a result of our audit procedures. The following misstatements to adjust financials statement to full accrual accounting that we identified as a result of our audit procedures were brought to the attention of, and corrected by, management:

- \$326,627 adjustment to record due to and due from other funds.
- \$13,774 adjustment to correct office expense and post accrued payroll.
- \$1,103 adjustment to record interest income.
- \$3,082 adjustment to correct compensated absence liability.
- \$20,818 total adjustment for various correction and reclassification errors.
- \$4,383 and \$6,520 adjustments to adjust grant revenues to actual based on third-party confirmations.

Disagreements with Management

For purposes of this letter, professional standards define a disagreement with management as a matter, whether or not resolved to our satisfaction, concerning a financial accounting, reporting, or auditing matter, which could be significant to the Organization's financial statements or the auditor's report. No such disagreements arose during the course of the audit.

Representations Requested from Management

We have requested certain written representations from management, which are included in the management representation letter dated December 22, 2021.

Management's Consultations with Other Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters. Management informed us that, and to our knowledge, there were no consultations with other accountants regarding auditing and accounting matters.

Other Significant Matters, Findings, or Issues

In the normal course of our professional association with the Organization, we generally discuss a variety of matters, including the application of accounting principles and auditing standards, operating and regulatory conditions affecting the entity, and operational plans and strategies that may affect the risks of material misstatement. None of the matters discussed resulted in a condition to our retention as the Organization's auditors.

To the Governing Board,
River to Sea Transportation Planning Organization
December 22, 2021
Page 4

Other Information in Documents Containing Audited Financial Statements

Pursuant to professional standards, our responsibility as auditors for other information in documents containing the Organization's audited financial statements does not extend beyond the financial information identified in the audit report, and we are not required to perform any procedures to corroborate such other information. However, in accordance with such standards, we have read the introductory and statistical sections, as outlined in the table of contents, for material consistency with its presentation in the financial statements.

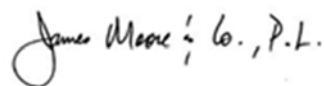
Our responsibility also includes communicating to you any information which we believe is a material misstatement of fact. Nothing came to our attention that caused us to believe that such information or its manner of presentation, is materially inconsistent with the information, or manner of its presentation, appearing in the financial statements.

Other Matters

With respect to the supplementary information accompanying the financial statements, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed, from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

This report is intended solely for the information and use of the Organization Board and management of the River to Sea Transportation Planning Organization, and is not intended to be and should not be used by anyone other than these specified parties.

Respectfully,

A handwritten signature in dark ink that reads "James Moore & Co., P.L." The signature is written in a cursive, flowing style.

JAMES MOORE & CO., P.L.



River to Sea Transportation Planning Organization

Audit for the Year Ended June 30, 2021

Overview

- ❖ Thank You
- ❖ Audit Process

Required Communications

- ❖ Our Responsibility in Relation to Financial Statement Audit
- ❖ Significant Estimates and/or Disclosures:
 - Net Pension Liability (\$313,211) – (Note 9)
- ❖ Corrected and/or Uncorrected Audit Adjustments:
 - Various significant entries to help balance GMS activity and adjust to reconcile year-end balances
- ❖ Significant Difficulties Performing Audit, Disagreements with Management:
 - See above re: journal entries, unreconciled accounts, etc.

Audit Reports

- ❖ Report on Financial Statements (page 2): Unmodified Opinion
- ❖ Report on Compliance for Major Federal Programs (page 40): Unmodified Opinion
- ❖ Report on Internal Control and Compliance (page 42):
 - 3 Material Weaknesses (Preparation of Financial Statements, Material Audit Adjustments, Authorized Bank Signors)
 - 3 Significant Deficiencies (Bank Statement Review and Approval, Payroll Report Review, Review and Approval of Journal Entries)
- ❖ Management Letter Required by Auditor General (page 44): No Modifications or Findings
- ❖ Independent Accountant's Examination Report (page 46): TPO in Compliance

Financial Highlights

- ❖ Grant Revenues - \$1,122,946
- ❖ Total Fund Balance - \$532,625
- ❖ Governmental Activities
 - Unrestricted \$298,285

Questions

#



Financial Snapshot

Balance Sheet (page 12)

	General Fund	Special Revenue Fund	Total Governmental Funds
ASSETS			
Equity in pooled cash	\$ 93,938	\$ -	\$ 93,938
Investments	135,148	-	135,148
Due from other governments	-	380,500	380,500
Due from other funds	320,040	-	320,040
Deposits	6,500	-	6,500
Total assets	\$ 555,626	\$ 380,500	\$ 936,126
LIABILITIES			
Accounts payable and accrued liabilities	\$ 23,001	\$ 60,460	\$ 83,461
Due to other funds	-	320,040	320,040
Total liabilities	23,001	380,500	403,501
FUND BALANCES			
Nonspendable:			
Deposits	6,500	-	6,500
Unassigned	526,125	-	526,125
Total fund balances	532,625	-	532,625
Total liabilities and fund balances	\$ 555,626	\$ 380,500	\$ 936,126

Income Statement (page 14)

	General Fund	Special Revenue Fund	Total Governmental Funds
Revenues			
Charges for services	\$ 85,375	\$ 5,666	\$ 91,041
Intergovernmental:			
Federal	-	1,122,946	1,122,946
Non-federal	-	51,531	51,531
Investment income	1,400	-	1,400
Total revenues	86,775	1,180,143	1,266,918
Expenditures			
Current:			
General government	92,035	-	92,035
Transportation	-	1,170,292	1,170,292
Capital outlay	-	5,075	5,075
Debt service:			
Principal	-	4,776	4,776
Total expenditures	92,035	1,180,143	1,272,178
Net change in fund balances	(5,260)	-	(5,260)
Fund balances, beginning of year	537,885	-	537,885
Fund balances, end of year	\$ 532,625	\$ -	\$ 532,625

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF UPDATED R2CTPO SAFETY DATA AND TARGETS

Background Information:

The Federal Highway Administration (FHWA) requires State Departments of Transportation (DOTs) and Metropolitan/Transportation Planning Organizations (M/TPOs) to adopt annual targets for the following five safety performance measures:

- Number of Fatalities
- Rate of Fatalities
- Number of Serious Injuries
- Rate of Serious Injuries
- Number of Non-Motorized Fatalities and Serious Injuries

In February of 2021, the TPO adopted the 2021 safety targets for the five performance measures. The 2022 safety targets are required to be adopted by February 27, 2022.

TPO staff will discuss and present the updated data used to develop the proposed 2022 safety targets. A link to the presentation is provided below:

<https://www.r2ctpo.org/wp-content/uploads/TPM-Safety-Data-Presentation-Board-Presentation-01.26.2022.pdf>

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF UPDATED TRANSIT SAFETY DATA AND TARGETS

Background Information:

The Federal Transit Administration (FTA) issued a final Public Transportation Agency Safety Action Plan (PTASP) rule on July 19, 2018. The rule requires certain recipients and sub-recipients of FTA grants that operate public transportation to develop and implement a PTASP based on a safety management systems approach. Development and implementation of PTASPs is anticipated to help ensure that public transportation systems are safe nationwide. A key component of the PTASP rule is a requirement for transit providers to annually establish transit safety performance targets. MPOs, including the R2CTPO, also must establish transit safety targets for the metropolitan planning area and incorporate transit safety into the metropolitan transportation planning process. R2CTPO approved Votran's 2020 PTASP on January 27, 2021.

In 2012, the Moving Ahead for Progress Act (MAP-21) mandated the FTA to develop a rule establishing a strategic and systematic process of operating, maintaining, and improving public capital assets effectively through their entire life cycle. The Transit Asset Management (TAM) Plan Final Rule 49 USC 625 became effective October 1, 2016 and established four performance measures to approximate the State of Good Repair (SGR) for four categories of capital assets. Calculating performance measures helps transit agencies to quantify the condition of their assets, which facilitates setting targets that support local funding.

TPO staff will deliver a presentation on the PTASP and TAM Plan updates. A link to the presentation is provided below:

<https://www.r2ctpo.org/wp-content/uploads/2022-Transit-Safety-Targets-TAM-Updates.pdf>

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

VI. PRESENTATIONS AND DISCUSSION ITEMS

C. FDOT REPORT

Background Information:

Ms. Anna Taylor, Florida Department of Transportation (FDOT) will be present to answer questions regarding projects on the FDOT Construction Status Report.

The Construction Status Report is provided for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD



Florida Department of Transportation

RON DESANTIS
GOVERNOR

719 S. Woodland Boulevard
DeLand, Florida 32720-6834

KEVIN J. THIBAUT, P.E.
SECRETARY

Volusia/Flagler County Project Status Update as of December 31, 2021

The following is a brief status update on major FDOT road construction projects in Volusia and Flagler counties as of the December cutoff. The next cutoff date is January 16, 2022. Information is also available on www.cflroads.com. For questions, please contact Anna Taylor at 386-943-5499 or via email at Anna.Taylor@dot.state.fl.us.

VOLUSIA COUNTY

Upcoming Projects:

441132-1 S.R. 442 (Indian River Blvd) Resurfacing from I-95 to U.S. 1

- Contract: E57A4
- Contractor: Masci General Contractors, Inc
- Project Cost: \$7.4 Million
- Estimated Start: January 2022
- Estimated Completion: Late 2022

443433-1 International Speedway Boulevard (U.S. 92/S.R. 600) Resurfacing from North Alabama Avenue to east of North Kepler Road (C.R. 4101)

- Contract: E57A1
- Contractor: Masci General Contractors, Inc.
- Project Cost: \$5.3 Million
- Estimated Start: February 2022
- Estimated Completion: Early 2023

443815-1 SR 40 Milling & Resurfacing from east of Rodeo Road to Bayberry Drive

- Contract: T5733
- Contractor: Halifax Paving, Inc.
- Project Cost: \$7.4 Million
- Estimated Start: February 2022
- Estimated Completion: Late 2022

443813-1 & 447134-1 U.S. 1 (S.R. 5) Milling & Resurfacing from the Brevard County Line to South Street

- Contract: T5727
- Contractor: Masci General Contractors, Inc.
- Project Cost: \$6.9 Million
- Estimated Start: February 2022
- Estimated Completion: Late 2022

Current Projects:

441134-1 S.R. 15A Resurfacing from South of Plymouth Avenue to C.R. 92

- Contract: E56A2
- Project Start: December 2021
- Estimated Completion: Spring 2022
- Contractor is completing concrete curb work throughout the project limits.

427957-1 I-95 & I-4 Highway Lighting Replacement

- Contract: E5X79
- Project Start: December 2021
- Estimated Completion: Summer 2022
- Contractor is replacing LED light fixtures along I-4.

434411-1 S.R. 400 (I-4) Resurfacing from west of C.R. 4139 to east of S.R. 44

- Contract: T5719
- Project Start: November 2021
- Estimated Completion: Late 2022
- Contractor is continuing paving operations on both eastbound and westbound I-4.

445895-1 Eastbound S.R. A1A Sign Structure Replacement, Bridge #79S083

- Contract: E55A6
- Project Start: November 2021
- Estimated Completion: Early 2022
- Contractor is preparing the structure foundation for installation of the new sign.

442932-1 S.R. 44 Operations and Safety Improvements from SB I-95 to Florida Memorial Medical Parkway

- Contract: T5700
- Project Start: July 2021
- Estimated Completion: Early 2022
- Contractor is paving the I-95 southbound off-ramp onto eastbound S.R. 44, installing pull boxes, and installing conduit at multiple locations throughout the project.

436325-2 ITS and Signing Improvements on S.R. 5A, S.R. 40, S.R. 44, S.R. 400, S.R. 421, U.S. 92., S.R. 430, S.R. 483, and LPGA Blvd.

- Contract: E53A8
- Project Start: June 2021
- Estimated Completion: Summer 2022
- Contractor is installing conduit, pull boxes, and LED informational signs at various intersections throughout the project.

441139-1 S.R. 430 (Oakridge Boulevard) from the east side of the Halifax River to S.R. A1A

- Contract: E53A5
- Project Start: March 2021
- Estimated Completion: Summer 2022
- Contractor is working on landscaping and paving operations throughout the project.

441133-1 Resurfacing I-95 from south of Dunn Avenue to Airport Road

- Contract: T5704
- Project Start: March 2021
- Estimated Completion: Summer 2022
- Contractor is paving ramps at the I-95 and LPGA Boulevard interchange.

427986-1 Drainage Maintenance Project on U.S. 92, Dunlawton Ave. (S.R. 421) and Clyde Morris Blvd. (S.R. 483).

- Contract: E5V52
- Project Start: November 2020
- Estimated Completion: Early 2022
- Contractor is working on inspection and pipelining on U.S. 92 and on S.R. 421.

441414-1 & 438968-2 S.R. 15A from South of Woodland Blvd. to Adelle Ave. Safety Improvements

- Contract: T5683
- Project Start: November 2020
- Estimated Completion: Early 2022
- Contractor is conducting clean-up throughout the project and working on the traffic signal at the intersection of S.R. 15A and Clara Avenue.

429556-1 S.R. 44 Over the St. John's River Bridge Replacement

- Contract: T5706
- Project Start: July 2020
- Estimated Completion: Late 2023
- Contractor is working on retaining wall installation and cutting and driving piles for the new bridge.

FLAGLER COUNTY

Current Projects:

445309-2 I-95 Weigh Station Lighting Project in Flagler County

- Contract: E55A1
- Project Start: September 2021
- Estimated Completion: Spring 2022
- Contractor is working on lighting installation at the northbound weigh station on I-95 in Flagler County.

**MEETING SUMMARY
TPO BOARD
JANUARY 26, 2022**

VII. INTERIM EXECUTIVE DIRECTOR’S REPORT

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS

- Bicycle/Pedestrian Advisory Committee Attendance Record – 2022
- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Record – 2022
- November/December 2021 TPO Outreach and Activities
- Volusia and Flagler Counties Construction Reports
- Votran Service Changes
- 2023-2027 FGTS Plan Update
- DeBary SUN Trail Ribbon Cutting Event

XI. ADJOURNMENT

***The next River to Sea TPO Board meeting will be February 23, 2022**

BPAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Holly Ryan/Doug Hall	x v												Daytona Beach (appt. 3/12) (alt. appt. 02/14)
Terry Lodge	x p												DeBary (appt 8/2020)
Ted Wendler	abs												DeLand (appt. 05/11)
Luis Leal	x p												Deltona (appt 11/2021)
Paul Eik (19/20 Chairman)	x p												Flagler Beach (appt. 7/14) (alt appt 9/18)
Larry Coletti (19/20 Vice Chairman)	x p												Flagler County (appt 2/16)
Thomas Ryan	x p												Holly Hill (appt 9/19) (alt appt 5/2021)
Nic Mostert	x p												New Smyrna Beach (appt. 03/15)
Bob Storke	s p												Orange City (appt. 12/07)
Gayle Belin	x p												Ormond Beach (appt. 01/15 - 07/16)
Danielle Anderson/Andrew Dodzik	x p												Palm Coast (Appt. 02/16) (Alt appt 9/19)
Mark Oebbecke/Nancy Epps	x p												Ponce Inlet (Appt 12/2020) (alt appt 8/2021)
Christy Gillis	exc												South Daytona (appt. 01/16)
Roy Walters/Jason Aufdenberg	xv xp												Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Patrick McCallister	exc												Volusia County D-1 (appt. 10/16)
Nancy Burgess-Hall	x v												Volusia County D-2 (appt 2/14) (alt. appt 3/18)
Tim Grigsby	x v												Volusia County D-4 (appt 4/2021)
Chris Daun	x p												Volusia County Chair (appt 3/2021)
Adam Mengel (non-voting)	abs												Flagler County (appt. 8/15/2021)
Gwen Perney (non-voting)	x v												Large City - Port Orange
John Cotton/Edie Biro (non-voting)	x v												Votran (appt. 07/13)(alt. appt. 02/16)
Melissa Winsett/Terri Bergeron (non-voting)	x p												Volusia County (02/14)
Rob Brinson (non-voting)	abs												Volusia County School Board (appt. 01/16)
Stephanie Moss (non-voting)	x p												FDOT (appt 11/19)
PHYSICAL QUORUM	Y												

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Flagler County Transit
 Lake Helen
 Oak Hill
 Pierson
 Port Orange
 Volusia County D-3
 Volusia County D-5

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

CAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Shawn Collins/Emily Nice	x v												Daytona Beach (appt 6/2021) (alt appt 6/2021)
Janet Deyette	x p												Deltona (appt. 11/10)
Erika Benfield	abs												DeBary (appt 11/2020)
Kerry Karl (FY 2021/22 Chairperson)	x p												DeLand (appt 3/2021)
Ed Fendley	x p												Flagler Beach (appt 3/2021) (alt appt 10/2021)
Marcia Stevens Foltz	x p												Flagler County (appt 2/18)
Heidi Petito	abs												Flagler County Transit (appt 9/14)
Gilles Blais	x p												Holly Hill (appt. 11/07) (Reap. 02/13)
Rick Basso/Linda Provost	abs												Lake Helen (appt 6/19) (alt 0)
Nora Jane Gillespie	x v												New Smyrna Beach (appt 12/14)
Bob Storke	x p												Orange City (appt. 1/08)
Fred Heyne	x p												Ormond Beach (appt 12/21)
Alan Peterson	x v												Palm Coast (appt. 03/15)
Susan Elliott/Paul Martel	x p												Pierson (appt. 3/06)
Joe Villanella	x p												Ponce Inlet (appt
Jack Delaney	x p												South Daytona (appt. 04/16)
Bobby Ball	x p												Port Orange (appt. 12/02)
Dave Castagnacci (FY 2021/22 Vice Chair)	x p												Volusia County Chair (appt 05/19)
Elizabeth Alicia Lendian	x p												Volusia County At-Large (appt. 05/13)
Patricia Lipovsky	abs												Volusia County D-2 (appt 4/17)
Edie Biro/John Cotton	x p												Votran (appt. 02/16) (alt. appt. 07/13)
Faith Alkhatib (<i>non-voting</i>)	abs												Flagler County Traffic Engineering (appt 9/14)
Melissa Winsett/Sean Castello (<i>non-voting</i>)	x p												Volusia County Traffic Engineering (appt 10/11) (alt 5/21)
Anna Taylor/Tyler Burgett (<i>non-voting</i>)	s p												FDOT District 5 (appt 10/2020)
PHYSICAL QUORUM	Y												

Vacancies

Bunnell
 Beverly Beach
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County D-1
 Volusia County D-3

Legend

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

TCC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Andrew Holmes/Brian Woodworth	x p												Daytona Beach (11/18) (alt 6/2021)
Stewart Cruz	exc												Daytona Beach Shores (appt. 10/04)
Mike Holmes/Belinda Williams Collins	x p												DeLand (appt. 09/98)(alt 4/2020)
Ron Paradise/Nashla Merced	x v												Deltona (appt. 11/09) (alt apt 8/21)
Amye King/Joseph Barker	x p												DeBary (appt 1/22)(alt 11/2020)
Darren Lear/Bonnie Brown	x p												Edgewater (appt. 10/99)(alt appt 10/19)
Faith Alkhatib/Adam Mengel	abs												Flagler County Traffic Engineering (appt 9/14)
Brian Walker (2020/21 Vice Chairperson)	x p												Holly Hill (appt 10/17)(alt appt 10/19)
Lee Evett	abs												Lake Helen (appt 3/2021)
Kyle Fegley	x p												New Smyrna Beach (appt. 1/2020)
Shawn Finley	x p												Ormond Beach (appt. 12/17)
Becky Mendez (2020/21 Chairperson)	x p												Orange City (appt. 08/15)
Jose Papa/Carl Cote	x p												Palm Coast (appt 7/14) (alt appt 1/2021)
Mark Karet	x v												Pierson (appt. 09/16)
Mike Disher	x v												Ponce Inlet (appt. 03/2021)
Tim Burman/Margaret Tomlinson	x p												Port Orange (appt. 10/13)(alt appt 4/19)
Brian Peek/Becky Witte	x p												South Daytona (appt. 6-19) (alt 8/21)
Melissa Winsett/Sean Castello	x p												Volusia Co Traffic Engineering (appt. 4/2012) (alt 5/21)
Ralf Heseler/Jake Lunceford	x p												Votran (appt. 11/2020) (alt. appt. 11/2020)
Anna Taylor/Tyler Burgett (non-voting)	x p												FDOT (appt 1/18)
PHYSICAL QUORUM	Y												

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach International Airport
 Flagler Beach
 Flagler County Transit
 Flagler County Aviation
 Flagler County Emergency Management
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County Emergency Mgmt

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

November/December 2021 TPO Outreach & Activities

COVID-19 UPDATES

In response to the COVID-19 pandemic, core planning activities continue as required:

- As conditions continue to change, the TPO will monitor and update business practices, assess participation in public events and in-person presentations, and continue to operate with caution, placing health and safety at the center of all of our decisions
- The TPO office remains closed to walk-in visitors; however, we open our doors for all meetings and appointments to ensure public access
- All visitors to the TPO offices are requested to wear masks at all times due to the high transmission rates in Volusia and Flagler Counties per the Centers for Disease Control (CDC) Guidelines [Your Guide to Masks | CDC](#)
- TPO staff has resumed our standard office presence during regular business hours
- TPO Board and committee meetings continue to require that a quorum be physically present; all other participants are being asked to attend TPO meetings remotely
- All public meetings are held using Microsoft Teams and the meeting information and links to join are posted on the TPO website at www.R2CTPO.org
- For the most current information regarding meetings and activities, please visit the TPO website or contact TPO staff

Breaking News

COVID-19 UPDATE

2022 Annual Call for Projects Open

The River to Sea TPO is now accepting transportation project funding applications for the 2022 Priority Project Process. Applications will be used by the R2CTPO and the Florida Department of Transportation to qualify and prioritize proposed projects for funding. Applications are due on Friday, February 25, 2022 at 2:00 p.m. For additional information and project applications:

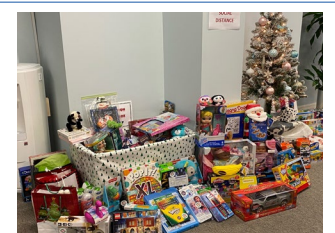
<https://www.r2ctpo.org/2021/12/03/2022-call-for-projects-open/>

CALL FOR PROJECTS

TPO Annual Holiday Open House & Toy Drive

The River to Sea TPO held its annual open house and toy drive on Wednesday, December 8, 2021. Many of our committee members, consultants and the public came out to celebrate the holidays. More than 155 toys and gift cards were collected and donated to the Department of Children & Families this year.

Thank you to all who attended and donated!



November/December 2021 TPO Outreach & Activities

JANUARY EVENTS:

6-7: Florida Metropolitan Planning Partnership (FMPP) Meeting Webinar

27: MPOAC Meeting; Orlando

FEBRUARY EVENTS:

Feb. 4: Central Florida MPO Alliance (CFMPOA) Meeting; MetroPlan Orlando

Feb. 25: Annual Call for Projects Deadline @ 2:00 p.m.

ONGOING PROJECTS, STUDIES, ACTIVITIES

- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process (CMP) and Performance Measures Report
- Regional Resiliency Action Plan Implementation
- Update to the TPO Purchasing Manual
- FY 2020/2021 Annual TPO Audit
- TPO Executive Director Search
- Unified Planning Work Program (UPWP) Amendment
- Development of FY 2022/23 and 2023/24 UPWP
- FY 2020/21 TPO Annual Report
- 2022 Tell the TPO Survey
- 2022 Annual Call for Projects Priority Process
- Update to 2022 TPO Safety Targets
- Peninsula Drive Sidewalk & Signage Feasibility Study (FS) (PO)
- Madeline Ave Turn Lane Improv. @ Nova Rd FS (PO)
- North Causeway Pedestrian Crossing FS (NSB)
- Magnolia Avenue Shared Use Path FS (SD)
- South Street Multiuse Trail FS (NSB)
- Technical Assistance and Training to Flagler County Transit

The House Next Door Helmet Fitting

The River to Sea TPO gave an interactive presentation on bicycle and pedestrian safety to The House Next Door in DeLand; this was followed by fitting the children for bicycle helmets.



VCARD Icebreaker

The River to Sea TPO participated in the Volusia County Association for Responsible Development's (VCARD) Icebreaker event on November 18, 2021. The TPO staffed a booth focused on clean mobility. Many great connections were made!



FPZA Award

The River to Sea TPO was recently recognized with the Outstanding Planning Study Award from the FPZA Surfcoast Chapter. This recognition, which emphasizes innovative, state-of-the-art planning methods, was awarded to the TPO for our Paratransit Service Analysis. Congratulations to Stephan Harris, TPO Project Manager for the analysis.



Volusia County Construction Report – Oct. 2021*

Completed within the last 6 months:

- 1) Veterans Memorial Bridge (Orange Ave.)
- 2) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge)

Under Construction or Advertised for Construction:

- 1) Williamson Blvd. (LPGA to Strickland Range) – Under Construction
- 2) Howland Blvd 4-lane widening (Providence Blvd to Elkcam Blvd) – Under Construction
- 3) Tenth St 4-lane widening (Myrtle to US 1) – Under Construction
- 4) Orange Camp Rd. 4-lane widening (MLK Blvd. to I-4) – Under Construction
- 5) Sugar Mill Road curve reconstruction and turn lanes – Under Construction
- 6) Spring to Spring Trail – Segment 3B (Rob Sullivan Park to Dirksen Dr) – Under Construction

Design Projects:

- 1) Spring to Spring Trail- Segment 3C (Trail along Don Smith Blvd) – Design Ongoing
- 2) Turnbull Bay Road paved shoulders – Design Ongoing
- 3) Beresford Ave Extension (Blue Lake to MLK) – Design Ongoing
- 4) Beresford Ave Extension (MLK to SR-44) – Planning and Coordination Ongoing
- 5) Spring to Spring Trail (Lake Beresford to Old New York) – Design Ongoing
- 6) Spring to Spring Trail (Old New York to SR-44) – Design Ongoing
- 7) Spring to Spring Trail (SR-44 to Grand Avenue) – Design Ongoing
- 8) Amelia Ave (Voorhis to Ohio) – Design Ongoing
- 9) Williamson Blvd. (Strickland Range to Hand Ave) – Design Ongoing
- 10) Williamson Blvd. and Strickland Range Rd. Intersection Improvements – Design Ongoing
- 11) Graves Ave Turn lanes (Veterans Memorial Parkway to Kentucky) – Design Ongoing
- 12) Old New York paved shoulders (Shell to S-44) – Design Ongoing
- 13) Intersection Improvements at SR-44 and Kepler – Design by FDOT underway
- 14) Trail Connection from Marine Discovery Center to River to Sea Loop – Design Ongoing
- 15) Jacobs Road Sidewalk – Design Ongoing
- 16) Study of LPGA Widening from Tymber Creek to I-95 – Study to be administered by FDOT
- 17) Blue Lake Extension from Victoria Park to SR-472 – Design Ongoing
- 18) Old Mission Road from W. Park to Josephine – Design Contract Executed
- 19) Old Elections Parking Lot Replacement – Design Ongoing
- 20) City Island Seawall Repair – Design Ongoing
- 21) Veterans Memorial Plaza – Design Ongoing
- 22) Pioneer Trail and Sugar Mill Intersection Improvements – Design Ongoing
- 23) Taylor Branch Rd. widening (Dunlawton to Clyde Morris) – Feasibility Study Ongoing
- 24) Pioneer Trail and Tomoka Farms Rd. Roundabout – Design Ongoing
- 25) LPGA Blvd. and Clyde Morris Blvd. Intersection Improvements – Design Ongoing
- 26) Williamson Blvd. Access Management Improvements (Airport to Taylor) – Planning Ongoing

*Changes/Updates since last report are underlined.

Note: Dates are subject to change due to normal project development issues.

FLAGLER COUNTY CONSTRUCTION REPORT
As of January 2022

<u>Construction and Near Construction Phase</u>		Status
1	Marineland Acres Road Improvement	Construction ongoing
2	Graham Swamp Multi-Use Trail & Pedestrian Bridge from Lehigh Trail to SR 100	Construction ongoing
<u>Design Phase</u>		Status
1	Apache Dr from Osceola Ave to 1st Ave	Design ongoing
2	CR 304 Replacement of 4 Bridges	Design Complete
3	Design of 3.7 miles A1A Shore Protection (FDOT)	Design ongoing
4	Dune Restoration - City of Flagler Beach (ACOE)	Design ongoing
5	East Daytona North Paving Phase II (Various Roadways)	Design ongoing
6	Hargrove CR 1421 from Otis Stone Hunter CR 1422 to US 1	Design ongoing
7	Malacompra Road Resurfacing - from A1A to Roadway end at Atlantic Coast Beach	Design ongoing
8	Old Haw Creek from County Road 304 to SR 11	Design Complete
9	Otis Stone from County Road 13 to US 1	Design ongoing
10	Rehabilitation and Resurfacing of Armand Beach Drive (Various Roadways)	Design ongoing
11	Rehabilitation and Resurfacing of Seascape	Design ongoing
12	Rima Ridge Resurfacing (Rodeo, Bareback Trl, Pinto Ln, Relay Rd, Oakridge Rd, Bridle Path Ln, Cone Rd, Shadow Ln, Sunny Rd	Design ongoing
13	Water Oak Road from County Road 2006 to Mahogany Blvd.	Design ongoing

Votran implements temporary service changes

News releases

Posted On: December 15, 2021

Just like many transit agencies throughout the country, Votran is experiencing challenges maintaining pre-pandemic staffing levels. To prevent a disruption in service to customers, Votran will implement temporary service adjustments.



Effective immediately, the service window for Votran's paratransit, call-ahead curb service will change from one hour to 90 minutes for in-town trips and from two hours to three hours for cross-county trips.

Additionally, paratransit transportation disadvantaged service will be prioritized based on the purpose of the trip, with medical trips and riders with ADA needs receiving first priority. The need to prioritize paratransit trips will be evaluated on a daily basis, based on the availability of personnel and the number of trips scheduled. During these temporary changes, every effort will be made to complete every trip requested.

Effective Saturday, Jan. 8, fixed route Saturday service will transition from 30-minute intervals to 60-minute intervals. This temporary change will affect routes 3, 4, 7, 10, 11, 15, 20 and 60, as the other routes already operate on a 60-minute service on Saturdays.

There are no changes to the trips provided under the American with Disabilities Act programs.

"Over the past year, transit agencies statewide have had to adjust service due to staffing shortages and hiring difficulties," said Votran General Manager Kelvin Miller. "Votran is committed to providing safe, reliable service to customers and we're working diligently to address these challenges and resume regular service as quickly as possible."

Other measures being implemented to help address the staffing shortage include a \$1,000 employee hiring bonus and retention bonuses. These proactive measures, along with the interim service modifications, are designed to ensure service continues to operate smoothly while actively recruiting additional staff.

Due to the situational nature of these changes, printed bus schedules may not reflect the most current operations while service adjustments are in effect. For real-time

information, customers should visit Votran.org/take-a-trip. Riders may also select the “Join” button at the bottom of the homepage to sign up for timely notices about bus service changes. The website also provides up-to-date alerts and real-time bus information. Riders can also download the free MyStop Mobile app from the Apple App Store or Google Play Store.

2023-2027 FGTS Plan Update

OGT is seeking your input! The Office of Greenways and Trails (OGT) is updating the Florida Greenways and Trails System (FGTS) Plan, and the Opportunity and Priority maps.

This will be the third update to the Florida Greenways and Trails System Plan since Connecting Florida's Communities laid the groundwork in 1998 to implement the many greenways and trails programs and projects that exist today. The [FGTS Plan and Priority Maps](#) were last updated in 2018 and the visioning maps (Opportunity Maps) updated in 2015. The updated FGTS Plan and maps will guide implementation of the connected statewide trail system from 2023 through 2027. Keep tabs on the update process through the [OGT FGTS Update Page](#).

The FGTS Plan and maps are being updated in 2021 through 2022. OGT is reaching out to you and others involved in trail planning to receive input on both the Opportunity and Priority Land and Paddling Trail maps. The FGTS Plan ties together the local, regional and state plans and collaborative efforts for greenways and trails, bicycle and pedestrian, master plans and other plans of communities, agencies and non-profits throughout Florida to create two levels of FGTS maps:

Level 1 - The Vision: Land Trail and Paddling Trail Opportunity Maps.

Level 2 - Priority Trails Map: The spine of a statewide system identified from the Opportunity Maps

To assist in this effort, please utilize one of the tools below:

1. Look at the 2018 Priority Maps and 2015 Opportunity Maps interactively through FDEP's [Florida Greenways & Trails System-Five Year Map Update Application](#) (<https://fdep.maps.arcgis.com/apps/MapSeries/index.html?appid=2531c4f10b31420692a77b94e35d917b>) . Help documents for this tool are available by clicking on the "How to Use the App" button that appears at the top of the Map Direct window in your web browser.
2. Visit the [OGT FGTS Update Page](#) to view maps of the draft Priority and Opportunity maps, current as of the date of this announcement.
3. Download shapefiles of the draft Priority and Opportunity Trails, also available on the [OGT FGTS Update Page](#).

To submit updates, OGT prefers to receive maps and shapefiles electronically, along with a narrative of the status and need for each corridor. Please submit files, or if you have questions, please contact your OGT Regional Coordinator [Map](#):

Justin Baldwin Justin.Baldwin@FloridaDEP.gov 850-245-2063 for North

Allison Beaty Allison.Beaty@FloridaDEP.gov 850-245-2054 for Central

Katie Bernier Katherine.Bernier@floridadep.gov 863-314-8439 for South

Please provide your updates on or before **May 31, 2022**. We look forward to working with you on the update to the FGTS Plan, Opportunity and Priority maps. See the update schedule below.

Please reach out to me if you have questions or need clarification. I look forward to hearing from you!



Allison Beaty

East/Central Regional Coordinator
Office of Greenways and Trails
Florida Department of Environmental Protection
Allison.Beaty@FloridaDEP.gov
Office: (850) 245-2054

2023-2027 FGTS Plan Update Schedule

2021

July 1	Begin updates to the Florida Greenways and Trails System Plan and Opportunity/Priority Trail Maps
October 15	Mapping tool will go live for partners and stakeholders to discuss proposed edits to the Priority and Opportunity Maps
October 21-22	Florida Greenways and Trails Council meeting - Discuss Goals and objectives and Mapping tool

2022

May 31	Comment period closed for partners and stakeholders
June 1-August 30	Staff will prepare DRAFT of proposed edits to the Priority and Opportunity Maps
September	Public meetings (potentially virtual) throughout state to gather comments on written 5-Year plan and DRAFT of proposed Priority and Opportunity maps
November 1	Close public comments on the written 5-Year plan and DRAFT of proposed Priority and Opportunity maps
December	Florida Greenways and Trails Council meeting – exact date and location TBD - Final DRAFT 2023-2027 Florida Greenways and Trails System Plan presented for approval

2023

January	Produce and distribute hardcopies of the 2023-2027 Florida Greenways and Trails System Plan
----------------	---



NEWS FOR IMMEDIATE RELEASE

January 14, 2022

Media contact: David Hunt
Marketing Specialist
386-822-5062, ext. 12690

Trail ribbon cutting set for Jan. 21

The Spring-to-Spring Trail in west Volusia County is one step closer to completion.

The Volusia County Council will cut the ribbon for the newest segment at 11 a.m. Friday, Jan. 21. Parking will be available at Rob Sullivan Park, 200 W. Highbanks Road, DeBary.

The St. Johns River to Sea Loop Alliance is planning a 20-mile round-trip bike ride beginning at 9:30 a.m. at Gemini Springs Park. For more information about the bike ride, visit river2sealoop.org or contact Maggie Ardito at info@river2sealoop.org.

To RSVP for the event, contact David Hunt at 386-822-5062 or dhunt@volusia.org.

The 2.9-mile trail segment runs from Benson Junction Road to West Highbanks Road at Rob Sullivan Park. With this new segment, Volusia County has completed 23.9 miles of the Spring-to-Spring Trail. When complete, it will stretch 27.2 miles from DeLeon Springs State Park to Green Springs Park. The Spring-to-Spring Trail is part of the partially completed 260-mile St. Johns River-to-Sea Loop, which travels through Volusia, Flagler, Brevard, St. Johns and Putnam counties.

The trail segment was overseen and completed by Volusia County and was built with \$282,613 in Volusia ECHO funds and \$2,842,818 provided by the Florida Department of Transportation and SUNTrail grants. The contractors were Halifax Paving, which constructed the trail segment, and DRMP, which provided construction engineering and inspection services.

Learn more about Volusia County's growing trail system at www.volusia.org/trails.

- 30 -

www.volusia.org

VOLUSIA COUNTY COUNCIL

JEFF BROWER
COUNTY CHAIR

BEN JOHNSON
AT-LARGE

BARB GIRTMAN
VICE CHAIR, DISTRICT 1

BILLIE WHEELER
DISTRICT 2

DANNY ROBINS
DISTRICT 3

HEATHER POST
DISTRICT 4

DR. FRED LOWRY
DISTRICT 5