



# MEETING AGENDA

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

**DATE:** WEDNESDAY, JANUARY 27, 2021  
**TIME:** 9:00 A.M.  
**PLACE:** RIVER TO SEA TPO CONFERENCE ROOM  
 2570 W. International Speedway Blvd., Suite 100  
 Daytona Beach, FL 32114

**NOTE:**  
 GoTo Meeting has been established for remote participation.

**MASKS MUST BE WORN BY**  
**MEMBERS PHYSICALLY PRESENT**

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**TPO Board**  
**Wed, Jan 27, 2021 9:00 AM - 10:30 AM (EST)**

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**New Smyrna Beach Commissioner Jason McGuirk, 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. OCTOBER 28, 2020 RIVER TO SEA TPO BOARD MEETING MINUTES** (Contact: Debbie Stewart) (Enclosure, pages 5, 7-16)
- B. TREASURER'S REPORTS** (Contact: Walter Lacey) (Enclosure, pages 5, 17-19)
- C. EXECUTIVE COMMITTEE REPORTS** – Report by New Smyrna Beach Commissioner Jason McGuirk, Executive Committee Chairperson (Enclosure, pages 5, 20-21)
- D. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD REPORT** - Report by Volusia County Council Member Barbara Girtman, TDLCB Chairperson (Enclosure, pages 5, 22)
- E. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORTS** -- Report by Mr. Paul Eik, BPAC Chairperson (Enclosure, pages 5, 23-26)
- F. LEGISLATIVE ISSUES SUBCOMMITTEE REPORT** – Report by DeLand Commissioner Chris Cloudman, Legislative Issues Subcommittee Chairperson (Enclosure, pages 5, 27)
- G. CITIZENS ADVISORY COMMITTEE REPORTS** -- Report by Ms. Nora Jane Gillespie, CAC Chairperson (Enclosure, pages 5, 28-30)
- H. TECHNICAL COORDINATING COMMITTEE REPORTS** -- Report by Ms. Becky Mendez, TCC Chairperson (Enclosure, pages 5, 31-32)
- I. RIVER TO SEA TPO BOARD SUMMARY REPORT** -- Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages 5, 33)
- J. MPO ADVISORY COUNCIL (MPOAC) REPORT** - (Contact: Lois Bollenback) (pages 5, 34-35)
- K. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORTS** -- Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages 5, 36-37)
- L. REVIEW AND APPROVAL OF THE RIVER TO SEA TPO'S FISCAL YEAR 2019/20 INDEPENDENT AUDIT REPORT** (Contact: Walter Lacey) (page 5)
- M. REVIEW AND RETROACTIVELY APPROVE RESOLUTION 2020-21 EMERGENCY AMENDMENT TO THE FY 2020/21 TO 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AUTHORIZED BY THE R2CTPO CHAIRPERSON (WRONG WAY SIGN BUNDLE)** (Contact: Colleen Nicoulin) (pages 5, 38-43)
- N. REVIEW AND APPROVAL OF ANNUAL FDOT/TPO JOINT CERTIFICATION REPORT** (Contact: Lois Bollenback) (page 5)
- O. REVIEW AND APPROVAL OF RESOLUTION 2020-23 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) FOR LOCAL INITIATIVES** (Contact: Colleen Nicoulin) (pages 6, 44-46)
- P. REVIEW AND APPROVAL OF RESOLUTION 2020-24 AMENDING THE POLICY FOR DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO** (Contact: Colleen Nicoulin) (pages 6, 47-49)
- Q. REVIEW AND APPROVAL OF RESOLUTION 2020-25 AMENDING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS** (Contact: Colleen Nicoulin) (pages 6, 50-53)

**IV. CONSENT AGENDA** *(Continued)*

- R. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S OVERALL EVALUATION RESULT AND RECOMMENDATION FOR RETENTION** *(Contact: Ms. Pam Blankenship) (Enclosure, page 6)*

**V. ACTION ITEMS**

- A. REVIEW AND APPROVAL OF RESOLUTION 2021-01 UPDATING THE R2CTPO BYLAWS (ROLL CALL VOTE REQUIRED)** *(Contact: Lois Bollenback) (Enclosure, page 54-56)*
- B. REVIEW AND APPROVAL OF RESOLUTION 2021-02 AMENDING THE FY 2020/21 TO 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)** *(Contact: Colleen Nicoulin) (Enclosure, pages 57-63)*
- C. REVIEW AND APPROVAL OF 2021 R2CTPO LEGISLATIVE POSITIONS** *(Contact: Lois Bollenback) (pages 64-70)*
- D. REVIEW AND APPROVAL OF VOTRAN'S PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)** *(Contact: Stephan Harris) (Enclosure, page 71)*

**VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS**

- A. PRESENTATION AND DISCUSSION OF THE TENTATIVE WORK PROGRAM PROPOSED BY FDOT** *(Contact: Lois Bollenback) (Enclosure, page 72)*
- B. PRESENTATION AND DISCUSSION OF UPDATED R2CTPO SAFETY DATA AND TARGETS** *(Contact: Lois Bollenback) (Enclosure, pages 73-83)*
- C. PRESENTATION AND DISCUSSION OF PROPOSED AMENDMENTS TO THE FY 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP)** *(Contact: Lois Bollenback) (Enclosure, pages 84-85)*
- D. PRESENTATION AND DISCUSSION OF MID-FLORIDA TRANSPORTATION SYSTEMS MANAGEMENT & OPERATIONS (TSM&O) COALITION** *(Contact: Lois Bollenback) (Enclosure, pages 86-103)*
- E. PRESENTATION AND DISCUSSION OF FINAL CONNECT 2045 LONG RANGE TRANSPORTATION PLAN (LRTP)** *(Contact: Colleen Nicoulin) (Enclosure, page 104)*
- F. PRESENTATION AND DISCUSSION OF VOTRAN'S TRANSIT DEVELOPMENT PLAN (TDP) MAJOR UPDATE, TRANSPORTATION DISADVANTAGED SERVICE PLAN, AND COMPREHENSIVE OPERATIONAL ANALYSIS (COA)** *Contact: Stephan Harris) (Enclosure, pages 105-114)*
- G. FDOT REPORT** *(Contact: Anna Taylor, FDOT District 5) (Enclosure, pages 115-118)*

**VII. EXECUTIVE DIRECTOR'S REPORT** *(page 119)*

- Update on SU Funding/Work Program
- Annual Toy Drive to Support Florida Department of Children and Families (DCF)
- R2CTPO Awards Announcement

**VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS** *(page 119)*

**IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS** *(page 119)*

**X. INFORMATION ITEMS** (Enclosure, pages 119-133)

- Citizens Advisory Committee Attendance Record – 2020
- Technical Coordinating Committee Attendance Record– 2020
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2020
- October/November/December 2020 TPO Outreach and Activities
- Volusia and Flagler County Construction Reports
- 2021 R2CTPO Meeting Schedule
- R2CTPO Chair letters to Governor DeSantis
- Votran Transit Development Plan (TDP) Fact Sheet
- November 25, 2020 TPO Board Meeting Cancellation Notice

**XI. ADJOURNMENT** (Enclosure, page 119)

**\*The next River to Sea TPO Board meeting will be February 24, 2021\***

**February 2021 Meeting Dates**

Executive Committee, February 3, 2021 @ 9:00 a.m.

Bicycle/Pedestrian Advisory Committee, February 10, 2021 @ 2:00 p.m.

Citizens Advisory Committee, February 16, 2021 @ 1:15 p.m.

Technical Coordinating Committee, February 16, 2021 @ 3:00 p.m.

River to Sea TPO Board, February 24, 2021 @ 9:00 a.m.

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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](http://www.r2ctpo.org) or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or [pblankenship@r2ctpo.org](mailto: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](mailto:PBlankenship@r2ctpo.org) at least five (5) business days prior to the event.

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**IV. CONSENT AGENDA**

**A. OCTOBER 28, 2020 RIVER TO SEA TPO BOARD MEETING MINUTES**

Minutes are prepared for each board meeting and said minutes must be approved by the River to Sea TPO Board.

**B. TREASURER'S REPORTS**

Monthly treasurer reports are prepared for review and approval by the River to Sea TPO Board. The October, November and December 2020 Treasurer's Reports are provided.

**C. EXECUTIVE COMMITTEE REPORTS**

**D. TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB) REPORT**

**E. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE (BPAC) REPORTS**

**F. LEGISLATIVE ISSUES SUBCOMMITTEE REPORT**

**G. CITIZENS ADVISORY COMMITTEE (CAC) REPORTS**

**H. TECHNICAL COORDINATING COMMITTEE (TCC) REPORTS**

**I. RIVER TO SEA TPO BOARD SUMMARY REPORT**

**J. MPO ADVISORY COUNCIL (MPOAC) REPORT**

**K. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORTS**

**L. REVIEW AND APPROVAL OF THE RIVER TO SEA TPO'S FISCAL YEAR 2019/20 INDEPENDENT AUDIT REPORT**

Each year the River to Sea TPO undergoes a financial audit. The audit report is reviewed by the TPO 1<sup>st</sup> Vice Chairperson/Treasurer and reviewed and recommended for approval by the Executive Committee. There were no negative findings as a result of this audit.

The audit report is available for your review at:

<https://www.r2ctpo.org/wp-content/uploads/Audit-Report-R2CTPO-draft-10-13-2020.pdf>

**M. REVIEW AND RETROACTIVELY APPROVE RESOLUTION 2020-21 EMERGENCY AMENDMENT TO THE FY 2020/21 TO 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) AUTHORIZED BY THE R2CTPO CHAIRPERSON (WRONG WAY SIGN BUNDLE)**

**N. REVIEW AND APPROVAL OF ANNUAL FDOT/TPO JOINT CERTIFICATION REPORT**

Once every four years, the River to Sea TPO receives a comprehensive Certification Review by Federal funding agencies (FHWA/FTA). In the interim, a joint certification is performed annually between the FDOT District Five staff and the R2CTPO. This activity consists of a Financial Risk Assessment of the TPO, which is a required activity, as well as a review of various practices of the organization to ensure compliance with federal regulations, which is a voluntary activity. A link to the summary report for the CY 2019 FDOT-MPO Joint Certification Review is provided below for your review.

<https://www.r2ctpo.org/wp-content/uploads/M-River-to-Sea-TPO-Joint-Cert.-Package.pdf>

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**IV. CONSENT AGENDA** *(Continued)*

- O. REVIEW AND APPROVAL OF ANNUAL FDOT/TPO JOINT CERTIFICATION REPORT** *(Continued)*
- P. REVIEW AND APPROVAL OF RESOLUTION 2020-23 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) FOR LOCAL INITIATIVES**
- Q. REVIEW AND APPROVAL OF RESOLUTION 2020-24 AMENDING THE POLICY FOR DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**
- R. REVIEW AND APPROVAL OF RESOLUTION 2020-25 AMENDING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS**
- S. REVIEW AND APPROVAL OF THE PRIORITY PROJECT APPLICATIONS FOR TRAFFIC OPERATIONS/SAFETY AND LOCAL INITIATIVES PROJECTS, TRANSPORTATION PLANNING STUDIES, AND BICYCLE PEDESTRIAN PROJECTS**

The applications for the Traffic Operations/Safety and Local Initiatives Projects, Transportation Planning Studies and the Bicycle and Pedestrian Projects are provided at the link below:

<https://www.r2ctpo.org/wp-content/uploads/Q1-Project-Applications.pdf>

- T. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S OVERALL EVALUATION RESULT AND RECOMMENDATION FOR RETENTION**

In accordance with the Employment Agreement between the River to Sea TPO and the Executive Director, an annual performance evaluation must be completed and employment shall be continued by recommendation of the Executive Committee. The results of this years' evaluation are satisfactory and the Executive Committee recommends the retention of the current Executive Director.

**ACTION REQUESTED:**

**MOTION TO APPROVE THE CONSENT AGENDA**

**OCTOBER 28, 2020 MEETING MINUTES**  
**OF THE**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD**  
2570 W. International Speedway Boulevard, Suite 100  
Daytona Beach, FL 32114-8145

**\*\*NOTE: THIS MEETING WAS HELD AS AN ONLINE VIDEO/AUDIO CONFERENCE AS PERMITTED UNDER EXECUTIVE ORDER 20-62, 20-114, 20-179 and 20-246 (A physical presence was also supported)**

**TPO Board Members Present:**

Commissioner Robert Gilliland  
Mayor Karen Chases  
Commissioner Chris Cloudman  
Vice Mayor Victor Ramos  
Councilwoman Christine Power  
Commissioner Rick Belhumeur\*\*  
Commissioner Jason McGuirk, Chairperson  
Commissioner Bill Lindlau\*  
Council Member Jeff Allebach  
Commissioner Dwight Selby  
Council Member Bob Cuff  
Council Chair Samuel Bennett  
Councilman Ralph Schoenherr  
Volusia County Council Chair Ed Kelley  
Council Member Barbara Girtman, 2<sup>nd</sup> Vice Chairperson  
Council Member Billie Wheeler, 1<sup>st</sup> Vice Chairperson  
Council Member Deb Denys  
Volusia County Council Vice Chair Fred Lowry  
Anna Taylor (non-voting advisor)  
Paul Eik (non-voting)

**TPO Board Members Absent:**

Commissioner Jeffrey Schuitema\*  
Vice Mayor John Rogers\*  
Vice Mayor Richard Bryan\*  
Commissioner Joe Mullins  
Andy Dance (non-voting)  
Commissioner Roy Johnson  
Commissioner Vernon Burton\*  
Council Member Joe Perrone  
Council Member Scott Stiltner  
Carl Persis (non-voting)  
Nora Jane Gillespie (non-voting)  
Becky Mendez (non-voting)

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

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

**Others Present:**

Debbie Stewart, Recording Secretary  
Lois Bollenback  
Pam Blankenship  
Colleen Nicoulin  
Stephan Harris

**Representing:**

Daytona Beach  
DeBary  
DeLand  
Deltona  
Edgewater  
Flagler Beach  
New Smyrna Beach  
Oak Hill  
Orange City  
Ormond Beach  
Palm Coast  
Pierson  
South Daytona  
Volusia County  
Volusia County District 1  
Volusia County, District 2  
Volusia County, District 3  
Volusia County, District 5  
FDOT District 5  
BPAC Chairperson

**Representing:**

Beverly Beach  
Bunnell  
Daytona Beach Shores  
Flagler County  
Flagler County School Board  
Holly Hill  
Lake Helen  
Ponce Inlet  
Port Orange  
Volusia County School Board  
CAC Chairperson  
TCC Chairperson

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff

**Others Present:**

Ron Meade  
 Brian Stanger  
 Kellie Smith  
 Big John  
 Jon Cheney  
 Travis Terpstra  
 Paul Gougelman

**Representing:**

FDOT  
 FDOT  
 FDOT  
 Press  
 Volusia County Traffic Engineering  
 Volusia County Traffic Engineering  
 Weiss, Serota, Helfman, Cole and Bierman

**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 9:04 a.m. by TPO Chairperson Jason McGuirk. Due to the COVID-19 virus, the meeting was held online and via teleconference pursuant to the Florida Governor's Executive Orders 20-62, 20-114, 20-179 and 20-246 which suspended the Florida Statutes that require a physical quorum to be present in person and allows the use of telephone and video conferencing. The roll was called and it was determined that a quorum was present online.

Ms. Stewart announced that Commissioner Belhumeur, Flagler Beach, would be the voting member for the Small City Alliance.

**II. Pledge of Allegiance****III. Public Comment/Participation**

Mr. Big John, press, stated he made comments and requested public records at the Transportation Disadvantaged Public Hearing on October 14, 2020 and was following up with a request to view the minutes from that public hearing. He has just learned that Ms. Pam Blankenship, TPO staff, is the Community Information Officer and he will follow up with her for those public records.

**IV. Consent Agenda**

- A. September 23, 2020 River to Sea TPO Board Meeting Minutes**
- B. Treasurer's Report**
- C. Executive Committee Report**
- D. Transportation Disadvantaged Local Coordinating Board (TDLCB) Report**
- E. BPAC Project Review Subcommittee Report**
- F. Transportation Improvement Program (TIP) Subcommittee Report**
- G. Bicycle and Pedestrian Advisory Committee (BPAC) Report**
- H. Legislative Issues Subcommittee Report**
- I. Citizens Advisory Committee (CAC) Report**
- J. Technical Coordinating Committee (TCC) Report**
- K. River to Sea TPO Board (R2CTPO) Report**
- L. Central Florida MPO Alliance (CFMPOA) Report**
- M. Executive Director Timesheet Review Report**
- N. Review and Approval of Expenditure for the SR 15A/Beresford Avenue/South Spring Garden Avenue Intersection Improvement Feasibility Study (Volusia County) (\$49,930.00)**
- O. Review and Approval of Expenditure for the Dunlawton Avenue/Yorktowne Boulevard Intersection Improvement Feasibility Study (Port Orange) (\$31,543.00)**
- P. Review and Approval of Expenditure for the Normandy Boulevard/Deltona Boulevard Intersection Improvement Study (Deltona) (\$24,995.00)**

**MOTION:** *A motion was made by Commissioner Gilliland to approve the Consent Agenda. The motion was seconded by Council Member Wheeler and carried unanimously.*



V. **Action Items**

A. **Review and Approval Resolution 2020-18 Adopting the Draft R2CTPO FY 2019/20 Public Involvement Activities Summary**

Ms. Bollenback stated the Public Involvement Activities Summary covers the previous fiscal year and includes goals and metrics that the TPO follows. The draft report was presented last month to the TPO Board and advisory committees; no changes have been made since it was presented.

**MOTION:** *A motion was made by Commissioner Gilliland to approve Resolution 2020-18 adopting the draft R2CTPO Public Involvement Activities Summary. The motion was seconded by Vice Mayor Ramos and carried unanimously.*

B. **Review and Approval of Resolution 2020-19 Supporting a PD&E Study of the I-95/LPGA Boulevard Interchange Including the Tomoka River Bridge and Funding Commitment**

Ms. Bollenback stated the need to move forward with an additional study at the I-95 and LPGA Boulevard interchange is not a surprise as there has been much discussion over the last couple of years regarding needed improvements in the area as a result of growth and development. The initial plan was to conduct an interchange modification report (IMR) but that meant the study would have to be confined to the existing footprint of the interchange. During the analysis FDOT could not get the interchange to function without downstream improvements which includes a replacement of the Tomoka River Bridge. The bridge is outside the existing footprint and so requires a full project development and environmental (PD&E) study which will extend from Williamson Boulevard in the east to Tymber Creek Road in the west. FDOT is working to find funding for the study; this resolution from the TPO is in support of that effort and commits a small portion of funding to get the study started.

Commissioner Gilliland added that the city of Daytona Beach passed a resolution of support and also is contributing \$250,000 to the study. The last cost estimate for the study was approximately \$1.8 million. A private sector individual may contribute to the study. There were jurisdictional discussions between FDOT and Volusia County regarding the bridge but those have been resolved; this is an effort between all partners to get this project moving forward and he would appreciate members support for this resolution.

**MOTION:** *A motion was made by Commissioner Gilliland to approve Resolution 2020-19 supporting a PD&E study of the I-95/LPGA Boulevard interchange including the Tomoka River Bridge and funding commitment. The motion was seconded by Volusia County Council Chair Kelley and carried unanimously.*

C. **Review and Approval of Resolution 2020-20 Amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)**

Ms. Bollenback stated this TIP amendment adds a new railroad crossing safety improvement project in Pierson at West Hagstrom Road and increases construction funding for the Graham Swamp Multi-Use Trail and Pedestrian Bridge project in Flagler County.

**MOTION:** *A motion was made by Commissioner Gilliland to approve Resolution 2020-20 amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP). The motion was seconded by Commissioner Belhumeur and carried unanimously.*

VI. **Presentations and Discussion Items**

A. **Presentation and Discussion of Recommended Changes to the Guiding Resolutions and Project Applications for the Annual Call for Projects**

Ms. Bollenback stated each year the TPO evaluates the annual Call for Projects and the priority process to identify any improvements needed before the next cycle begins. There are three guiding resolutions for the process and two project applications for set aside funding. Ms. Colleen Nicoulin, TPO Senior Planner, will review the proposed changes.

Ms. Nicoulin reviewed the draft project priority schedule provided in the agenda. The end result of the Call for Projects process is an update to the priority list. Typically, the Call for Projects opens at the end of January and closes at the end of March which provides project sponsors approximately 9 weeks to prepare their applications. TPO staff is proposing to open it on November 30, 2020 and close it at the end of February. This will give local member governments approximately 12 weeks to prepare their project applications, provides an extra month for the subcommittees to review and rank the project applications and for staff to compile a draft priority list. The proposed schedule was presented to both the BPAC Project Review and TIP Subcommittees as well as to the BPAC, CAC and TCC; there were no objections to the shift in the schedule.

Ms. Nicoulin reviewed the proposed changes to the first guiding resolution which defines the local match requirements placed on member governments. A change is being proposed for paragraph 1 that indicates a minimum match of 10% but local governments can pledge a higher percentage to receive more points. Also, it adds language stating that if a higher local match is committed, they are expected to provide that amount. The other change is to paragraph 13 to provide consistency throughout the three guiding resolutions as the same sentence is included in all three resolutions.

Ms. Nicoulin continued to review the next resolution which reaffirms the policy for establishing and maintaining transportation priority projects. She referred to changes to Paragraph 13 which adds language to provide clarification for updated cost estimates that project sponsors are required to provide annually; it is not changing the policy but indicates updated cost estimates are for unfunded projects or phase of a project. If a project or phase of a project is already programmed in the Work Program and an updated cost estimate is provided, it must go through the TPO's cost increase and cost overrun policy.

Ms. Nicoulin continued to review the proposed changes to the third guiding resolution which establishes the policy for the annual allocation of SU funding. Paragraph 3 discusses mixed projects which are defined as projects that are not stand-alone bicycle or pedestrian projects. This year during the Call for Projects, three separate bridge project applications were submitted in both the bicycle/pedestrian and traffic operations categories because they contained components of both. The intent of this policy is to not have a project that has both components be submitted to one category and consume all available funding in one category but have it submitted in both categories to access bicycle/pedestrian and traffic operations funding consistent with that cost component of the project. Another example of a mixed-use project is a Complete Streets project. She referred to the percentages highlighted in the policy and explained these are the thresholds that would have to be bicycle/pedestrian related before qualifying for bicycle/pedestrian funding otherwise the project would be submitted strictly to traffic operations. The difference between the two percentages is the BPAC Project Review Subcommittee felt the threshold should be 50% for the bicycle/pedestrian component before accessing bicycle/pedestrian funds. The TIP Subcommittee felt the threshold should be less and settled on 20%. This was also discussed at the advisory committees this month; the BPAC did not make a recommendation for either percentage, the CAC approved a motion for 20% and the TCC discussed thresholds of 50%, 20% and something in between.

Ms. Bollenback stated the TPO is looking for direction from the board regarding the threshold percentage; arguments can be made for a higher or lower percentage. She asked for direction from the board.

Commissioner Gilliland commented the first project the TPO had like this was a bridge over Reed Canal in South Daytona; a neighborhood was on the south side and a bus stop on the north side. The project allowed students not to have to walk through traffic lanes to get to the bus stop. The project had components of both traffic operations and bicycle/pedestrian. His view is a 15% to 20% threshold for bicycle/pedestrian components; there is not going to be a Complete Streets or bridge project that 20% of the total cost is bicycle/pedestrian. He would not go higher than 20%.

Council Member Allebach agreed with Commissioner Gilliland on the 20% threshold; he would not want to go lower than that so that traffic operations would not deplete bicycle/pedestrian funds.

Mayor Chazez also agreed with 20% and not lower in order to have preservation of bicycle/pedestrian funds.

Council Member Wheeler also agreed with 20%.

Chairperson McGuirk asked if the TPO has enough consensus to move forward.

Ms. Bollenback replied yes; the board's direction is understood and it will be brought back to the advisory committees.

#### **B. Presentation and Discussion of the Draft R2CTPO 2021 Legislative Positions**

Ms. Bollenback stated each year the TPO develops a set of legislative positions to inform legislators of various transportation issues. The Legislative Issues Subcommittee met on October 7, 2020 and reviewed the positions from last year which follows a format that has been used for a while. There are three main areas of focus; funding, safety and technology. The activities of other agencies are discussed such as cities, counties, the MPO Advisory Council (MPOAC), etc. Since the legislative session does not begin until March 2020, those agencies are still developing their positions. The TPO recognizes funding will be a focus of the upcoming session and difficult decisions will have to be made. Transportation funding has been discussed at the last couple of board meetings and FDOT is working through that the best they can. The subcommittee will meet again next week to discuss updates to the package; any input from members is welcomed and appreciated. An update to the legislative positions will be presented next month.

Commissioner Selby commented there was an extensive discussion last year regarding funding and the declining gas tax revenues as well as the growth of electric vehicles. It was a significant discussion regarding the gas tax formula and an equitable way to tax electric vehicles for their use of the roads; he asked if that was discussed at the subcommittee meeting.

Ms. Bollenback replied they have not gotten to that level of discussion yet and she is not sure there will be a recommendation regarding electric vehicles moving forward. FDOT engaged in a study early last year about the market penetration of electric vehicles and the overall impact on state and federal revenues. It was thought at the time that we had five or six years before the impact hit but due to COVID-19 and the steep decline in tourism and commuting travel, the state budget was impacted this year. The impact now is increasing the interest in exploring other resources of funding.

Commissioner Selby encouraged the board members to get the topic on the table; we are the ones implementing transportation programs. There will be a dramatic decline in budgets in the near future and this is one of the reasons for that. He strongly supports addressing this topic so that legislators know we see what is coming; if not this year then next year. It frequently it takes years to get things moving.

Ms. Bollenback replied she would do some research and see what may be discussed at the legislature.

Chairperson McGuirk stated this has been discussed previously and members understand the problem; he asked if this is being addressed by the regional MPO Alliance Council and if they were moving it forward.

Ms. Bollenback replied there are a number of moving parts to this; in Florida, the Governor's plan is to roll out electric vehicle charging stations so there is some effort to increase the transition to electric vehicles. A replacement of a revenue source other than the gas tax is a challenge everywhere; it is a difficult discussion and has not had much traction. There has been a lot of study on what that may look like such as a vehicle miles travelled (VMT) tax or a tax on charging stations; there is no silver bullet. She will reach out to FDOT to see what they are discussing in this regard.

Chairperson McGuirk directed Ms. Bollenback to reach out and gather additional information. From a local standpoint, we understand what is happening with COVID-19 and the lack of funding. He hopes they will be interested in finding new funding sources.

Discussion continued.

### **C. Presentation and Discussion of Update to R2CTPO Bylaws**

Chairperson McGuirk reminded members of a previous discussion on how to handle the November 1, 2020 expiration of the Governor's executive order which allows us to meet virtually. This will impact the next few TPO meetings. He complimented the TPO's legal counsel, Mr. Paul Gougelman, as he did a great job of laying out that issues in a memo included in the agenda that is easily understood.

Ms. Bollenback added that over the last eight months local governments have been able to meet and take action virtually under the executive order that is expiring November 1, 2020; there has been no indication that it will be extended. The issue we are facing is how to proceed given the ongoing pandemic. The Executive Committee discussed this and directed staff to work with Mr. Gougelman on proposed changes that may be needed within the TPO Bylaws. The Florida Attorney General issued rulings previously that allow for remote meetings and voting by members provided a physical quorum is in attendance; for the TPO Board that is 10 voting members. Virtual participation, once there are 10 voting members physically present, is permitted; however, it is only permitted under "extraordinary circumstances". In this particular case, in the context of COVID-19, it is clear with the social distancing requirements, etc., that it is an extraordinary circumstance. There could be other instances of extraordinary circumstances such as a member may have a medical condition that prevents them from being able to attend in person or hurricane damage. The determination of what may be an extraordinary circumstance is based upon board or committee approval. This is driven now by COVID-19 but we need to think beyond that to the future. She referred to the marked-up Bylaws provided in the agenda and stated three sections have been added to the document; two that address extraordinary circumstances and remote meeting attendance. The third pertains to emergency approvals; earlier this year, at the outset of this pandemic, a resolution was approved by the board to allow for emergency approvals not knowing where we were headed with virtual meetings at the time; this update to the Bylaws incorporates that resolution as well. Mr. Gougelman is present to address any comments or questions.

Council Member Wheeler asked if a member does fall into an extraordinary circumstance if they can participate and vote virtually.

Ms. Bollenback replied yes, provided the board approves the extraordinary circumstance.

Commissioner Lindlau asked if this would be a good time to look at the Small City Alliance and give each small city a vote to increase the members available for a physical quorum and have more flexibility in carrying out the business of this organization.

Ms. Bollenback replied that after each decennial census MPOs review their boundaries based on updated census information; we will be going through that process next year or in 2022. That would be the appropriate time to revisit the Small City Alliance.

Commissioner Gilliland asked if there was a statutory requirement that limits the number of MPO voting members.

Ms. Bollenback replied there is a limit in the state of Florida; it was 19 when the TPO was going through the reapportionment process but near the end of that process it was raised to 25.

Commissioner Gilliland commented that was the impetus of the creation of the Small City Alliance; the TPO was at the maximum number of voting members. If that is not an issue anymore it should be revisited.

Ms. Bollenback replied changes like that would have to be approved by the Governor's office; it goes beyond the TPO's Bylaws which is why she suggests waiting until the census information is available.

Chairperson McGuirk commented TPO staff will stay on top of this based on the census results. COVID-19 is going to become more prevalent and operating under the assumption the Governor does not extend the executive order, the TPO will require 10 voting members to be physically present at the next board meeting. He would like to have only those 10 members and not a room full of people in a confined space if we do not have to as this is the most consistent way the virus is spread. Ms. Bollenback will reach out to members to see who is able to attend in person and reach the quorum. He is not saying we cannot have more than 10 members but he wants to take everyone's health into account. He would like to recommend members wear masks while in the room. He asked if there is any idea about when the Governor would issue an extension if he chooses to do so.

Ms. Bollenback replied it has typically been within a week of expiration of the existing order; if he decides to extend the current order it will probably be this week. However, the Governor has indicated he is trying to return practices back to normal.

Chairperson McGuirk stated the voting quorum physical requirement extends to the Executive Committee and advised Executive Committee members to contact Ms. Bollenback if they are willing to attend or if they have concerns.

Council Member Wheeler asked how many members could safely fit in the TPO boardroom and maintain a social distance of six feet.

Ms. Bollenback replied we can easily have 11 members around the table and maintain a six foot distance as well as have a few people in the audience. If more members wanted to attend in person, the TPO would have to move the venue. This TPO is not the only MPO struggling with this issue; some are already holding hybrid meetings; tomorrow the MPOAC is meeting with 27 members throughout the state. She will be physically present and Council Member Wheeler will attend virtually. It is doable but requires coordination and communication. She noted the air filters in the TPO offices have been replaced with the recommended filtration that blocks diseases and the TPO office is cleaned and disinfected before and after each meeting. She would like to limit the timeframe of the meeting next month and not have any unnecessary presentations; there are no meetings in December.

Volusia County Council Chair Kelley commented the county has added UV lights to the filtration system and suggested the TPO contact the landlord regarding that. He asked the date of the November board meeting.

Ms. Bollenback replied it will be November 25, 2020; the day before Thanksgiving.

Ms. Bollenback stated she will work to have a 10 member physical quorum for November and will encourage others to attend remotely. She asked if Mr. Gougelman had anything to add.

Mr. Gougelman stated what he is sensing from hearing members speak is there may be a feeling the Governor should extend the executive order; he suggested that if that is the feeling of the board, they need to let the Governor's office know. The cities and counties that are members of the TPO may want to take a position as well. When cities and counties in north, central and south Florida request relief, the Governor is more likely to look into the issue.

Chairperson McGuirk asked if the board is comfortable sending a recommendation to the Governor to extend the executive order.

**MOTION:** *A motion was made by Commissioner Gilliland to send a request to the Governor to allow for virtual meetings and voting without the physical quorum requirement. The motion was seconded by Council Member Wheeler.*

Volusia County Council Chair Kelley asked if that should be limited to the required conditions for virtual meetings and members being allowed to vote as opposed to extending the entire executive order which is much larger and more encompassing.

Mr. Gougelman agreed.

Commissioner Gilliland stated his motion was to extend the executive order to allow virtual meetings and voting without the physical quorum.

*The motion carried unanimously.*

**D. Presentation and Discussion of I-4 Transportation Systems Management & Operations (TSM&O) Coalition and Transportation Technology**

Ms. Bollenback stated that leveraging transportation technology offers promising and cost effective solutions in our transportation network for the future. The Mid-Florida Coalition is being assembled to provide an opportunity for the TPO to participate with its peers to expand the use of technology. It goes beyond the Central Florida MPO Alliance (CFMPOA) to MPOs that operate on the west coast of Florida as well; eight MPOs in total. It does not require any additional funding as it is being funded through an innovation grant and it is intended to have exchanges of information, improve the level of understanding of the MPOs staffs, and to identify projects and project champions. All of the MPOs in this area are at different levels of progression related to technology; this TPO has been progressive and supportive of the advancement of technology.

**E. Presentation and Discussion of Mobility Week's "Love to Ride" Challenge**

Ms. Blankenship gave a PowerPoint presentation on Mobility Week's "Love to Ride" Florida challenge. FDOT's Mobility Week is the statewide celebration of making smart, efficient and safe transportation choices. This year Mobility Week will be held October 30, 2020 through November 6, 2020 and it will be virtual; FDOT will host a virtual conference center where attendees can check out plans and programs from across the state. The TPO will also have some recently completed plans and projects on display. This year, the "Love to Ride" challenge is a fun, free, statewide competition for individuals and organizations that is designed to get more people riding bikes. It kicks off with Mobility Week on October 30, 2020 and runs through November 30, 2020. The website to access the program and register for the event is [www.lovetoride.net/florida](http://www.lovetoride.net/florida). She noted you must be 13 years or older to participate in the challenge. She explained the purpose of the challenge, how it works and reviewed the prizes and incentives. The TPO's goal is 20% participation from its advisory committees and board and to log 1,200 miles total. She encouraged members to register as part of the TPO and to spread the word to their friends and family.

Vice Mayor Ramos commented he could not locate the TPO's group but he is registered.

Ms. Blankenship replied she would work with him to find the TPO group.

**G. FDOT Report**

The FDOT report was provided in the agenda.

Ms. Taylor announced FDOT has resumed public meetings; they are using a hybrid platform of in-person and virtual. They hosted public meetings for the East International Speedway Boulevard roundabout project as well as the Pioneer Trail roundabout project this month. FDOT D-5 has begun the Work Plan development cycle for FY 2022/26; a public hearing will be held December 7, 2020 through December 11, 2020 with an in-person public meeting on December 10, 2020. They just received their allocations yesterday and Secretary Perdue and Director Bobo are both committed to working together during this cycle in a transparent form as we know there will be challenges with funding reductions. They are finalizing the details and she will share them as they become available. FDOT anticipates bringing the Work Program presentation to the TPO Board in February 2021.

Commissioner Gilliland stated the structural part of the I-95 interchange rebuild at International Speedway Boulevard (ISB) appears to be complete; however, the landscaping is so bad it cannot be mowed. The weeds are overgrown, especially around the aesthetic feature that has "Welcome to Daytona Beach". He is not sure if FDOT has released the retainage to the contractor but the landscaping will have to be dug up and replaced. The report shows the landscaping there will be complete in the fall of 2023 but it cannot wait that long; he thinks the contractor has failed to perform and it needs to be looked into.

Ms. Taylor asked Mr. Ron Meade, the DeLand Operations Engineer, to reply.

Mr. Meade replied he received a complaint about this last week and contacted the contractor that maintains I-95; he asked them to mow the entire stretch. The complaint was that since the contractor built that section of I-95, the maintenance contractor has not been mowing like they are supposed to. He will follow up to make sure it gets mowed. The contractor was paid in full but the landscaping is the responsibility of the maintenance contractor for I-95.

Commissioner Gilliland stated it is not the mowing but the sod; it needs to be torn up and replaced because what is there now is technically a code violation of the city of Daytona Beach because it is 3 to 4 foot high with weed-like bushes. FDOT spent \$200 million on the interchange and it is the worst looking one in Florida. He would appreciate Mr. Meade looking into and getting back to him.

Mr. Meade agreed to do so.

## **VII. Executive Director's Report**

### **→ Update on SU Funding/Work Program**

Ms. Bollenback stated each month she gives an update on the set aside funding the TPO has available for the bicycle/pedestrian and traffic operations programs; some of the funding issues happening now are rippling into this program even though this is a niche program. At the end of July, the TPO received \$1.9 million in the traffic operations box and staff immediately started to work with local governments to get that programmed. However, in October, an update was provided to the TPO and that amount dropped to just over \$1 million; she was told that during reconciliation some of those funds were used to repay Advanced Construction (AC) funds. The TPO received another update last week and now that number has dropped to \$65,000 so it does not appear that there is funding in the current year for any additional projects. She does not know why the number dropped again but she will continue to look into it. Because of the funding issues around the state FDOT is limiting programming changes in the current year. She asked if Ms. Taylor had any additional information.

Ms. Taylor replied FDOT just received their allocations and they are working to update those boxes and balance the federal allocations; there was a reduction because Texas and Colorado had to receive their fair share of funding. They are still trying to work out the details and she will provide more information as soon as it is available.

Ms. Bollenback stated the FAST Act authorization is a five-year bill that was set to expire but has been extended for one full year; hopefully, a multi-year transportation bill will come next year.

## **VIII. River to Sea TPO Board Member Comments**

There were no board member comments.

## **IX. River to Sea TPO Chairperson Comments**

There were no Chairperson comments.

**X. Information Items**

- Citizens Advisory Committee Attendance Record – 2020
- Technical Coordinating Committee Attendance Report – 2020
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2020
- September TPO Outreach and Activities
- Volusia and Flagler County Construction Reports
- 2021 R2CTPO Meeting Schedule

**XI. Adjournment**

There being no further business, the River to Sea TPO Board meeting adjourned at 10:22 a.m.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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 October 28, 2020 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 27<sup>th</sup> day of January 2021.

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**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**  
**MONTHLY TREASURER REPORT FY 20/21**  
**PERIOD ENDING OCTOBER 31, 2020**

<u>DESCRIPTION</u>	<u>20/21 BUDGET*</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<b><u>REVENUES</u></b>					
LOCAL FUNDS	\$ 180,454.00	\$17,494.81	\$80,708.31	\$99,745.69	44.73%
STATE FUNDS	\$ 64,188.00	0.00	0.00	64,188.00	0.00%
FEDERAL FUNDS	\$ 1,377,899.00	20,216.67	20,216.67	1,357,682.33	1.47%
<b><u>REVENUES</u></b>	\$ 1,622,541.00	\$37,711.48	\$100,924.98	\$1,521,616.02	6.22%
<b><u>EXPENSES</u></b>					
SALARIES	\$ 526,841.00	\$78,719.44	\$155,212.45	\$371,628.55	29.46%
FRINGE BENEFITS	\$ 205,171.00	32,996.77	56,219.33	148,951.67	27.40%
OFFICE SUPPLIES	\$ 10,000.00	364.75	2,426.96	7,573.04	24.27%
POSTAGE	\$ 5,000.00	241.73	345.65	4,654.35	6.91%
OFFICE RENT EXPENSE	\$ 125,100.00	10,201.47	39,902.87	85,197.13	31.90%
ADVERTISING	\$ 4,000.00	294.53	1,948.11	2,051.89	48.70%
PRINTING	\$ 8,000.00	712.00	1,542.00	6,458.00	19.28%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	0.00	284.00	6,016.00	4.51%
FEES	\$ 35,900.00	583.70	11,669.64	24,230.36	32.51%
DUES	\$ 6,694.00	205.00	878.00	5,816.00	13.12%
PUBLICATIONS	\$ 1,050.00	0.00	328.40	721.60	31.28%
COPY EXPENSE	\$ 22,000.00	1,138.44	5,690.07	16,309.93	25.86%
COPY MACHINE COSTS	\$ 21,000.00	726.90	2,420.28	18,579.72	11.53%
TRAVEL EXPENSE	\$ 15,575.00	68.43	139.16	15,435.84	0.89%
AWARDS PROGRAM/PROMO	\$ 18,000.00	0.00	5,959.26	12,040.74	33.11%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 467,308.00	6,867.69	27,084.36	440,223.64	5.80%
MEETING EXPENSE	\$ 3,000.00	149.73	990.76	2,009.24	33.03%
LIABILITY INSURANCE	\$ 14,214.00	0.00	3,592.50	10,621.50	25.27%
REPAIRS	\$ 22,000.00	0.00	0.00	22,000.00	0.00%
NETWORK COSTS	\$ 39,360.00	2,169.64	16,721.24	22,638.76	42.48%
CAPITAL OUTLAY	\$ 5,000.00	0.00	5,075.00	(75.00)	101.50%
SOFTWARE	\$ 5,428.00	82.25	246.75	5,181.25	4.55%
TELEPHONE	\$ 3,600.00	348.00	942.00	2,658.00	26.17%
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%
<b><u>EXPENSES</u></b>	\$ 1,622,541.00	\$135,870.47	\$339,618.79	\$1,282,922.21	20.93%
<b><u>BALANCE</u></b>	\$ -	(\$98,158.99)	(\$238,693.81)	\$238,693.81	

33.33% OF YEAR COMPLETE

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**  
**MONTHLY TREASURER REPORT FY 20/21**  
**PERIOD ENDING NOVEMBER 30, 2020**

<u>DESCRIPTION</u>	<u>20/21 BUDGET*</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<b><u>REVENUES</u></b>					
LOCAL FUNDS	\$ 180,454.00	\$1,941.55	\$82,649.86	\$97,804.14	45.80%
STATE FUNDS	\$ 64,188.00	5,958.44	5,958.44	58,229.56	9.28%
FEDERAL FUNDS	\$ 1,377,899.00	83,529.63	103,746.30	1,274,152.70	7.53%
<b><u>REVENUES</u></b>	\$ 1,622,541.00	\$91,429.62	\$192,354.60	\$1,430,186.40	11.86%
<b><u>EXPENSES</u></b>					
SALARIES	\$ 526,841.00	\$26,121.38	\$181,333.83	\$345,507.17	34.42%
FRINGE BENEFITS	\$ 205,171.00	12,236.88	68,456.21	136,714.79	33.37%
OFFICE SUPPLIES	\$ 10,000.00	367.47	2,794.43	7,205.57	27.94%
POSTAGE	\$ 5,000.00	1,537.00	1,882.65	3,117.35	37.65%
OFFICE RENT EXPENSE	\$ 125,100.00	10,093.60	49,996.47	75,103.53	39.97%
ADVERTISING	\$ 4,000.00	0.00	1,948.11	2,051.89	48.70%
PRINTING	\$ 8,000.00	0.00	1,542.00	6,458.00	19.28%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	0.00	284.00	6,016.00	4.51%
FEES	\$ 35,900.00	15,508.50	27,178.14	8,721.86	75.71%
DUES	\$ 6,694.00	373.00	1,251.00	5,443.00	18.69%
PUBLICATIONS	\$ 1,050.00	304.20	632.60	417.40	60.25%
COPY EXPENSE	\$ 22,000.00	1,916.79	7,606.86	14,393.14	34.58%
COPY MACHINE COSTS	\$ 21,000.00	963.97	3,384.25	17,615.75	16.12%
TRAVEL EXPENSE	\$ 15,575.00	90.28	229.44	15,345.56	1.47%
AWARDS PROGRAM/PROMO	\$ 18,000.00	0.00	5,959.26	12,040.74	33.11%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 467,308.00	14,871.50	41,955.86	425,352.14	8.98%
MEETING EXPENSE	\$ 3,000.00	83.97	1,074.73	1,925.27	35.82%
LIABILITY INSURANCE	\$ 14,214.00	0.00	3,592.50	10,621.50	25.27%
REPAIRS	\$ 22,000.00	0.00	0.00	22,000.00	0.00%
NETWORK COSTS	\$ 39,360.00	2,169.64	18,890.88	20,469.12	48.00%
CAPITAL OUTLAY	\$ 5,000.00	0.00	5,075.00	(75.00)	101.50%
SOFTWARE	\$ 5,428.00	82.25	329.00	5,099.00	6.06%
TELEPHONE	\$ 3,600.00	198.00	1,140.00	2,460.00	31.67%
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%
<b><u>EXPENSES</u></b>	\$ 1,622,541.00	\$86,918.43	\$426,537.22	\$1,196,003.78	26.29%
<b><u>BALANCE</u></b>	\$ -	\$4,511.19	(\$234,182.62)	\$234,182.62	

41.67% OF YEAR COMPLETE

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**  
**MONTHLY TREASURER REPORT FY 20/21**  
**PERIOD ENDING DECEMBER 31, 2020**

<u>DESCRIPTION</u>	<u>20/21 BUDGET*</u>	<u>CURRENT MONTH</u>	<u>FYTD TOTAL</u>	<u>UNDER (OVER) BUDGET</u>	<u>FYTD % BUDGET</u>
<b><u>REVENUES</u></b>					
LOCAL FUNDS	\$ 180,454.00	\$4,575.85	\$87,225.71	\$93,228.29	48.34%
STATE FUNDS	\$ 64,188.00	0.00	5,958.44	58,229.56	9.28%
FEDERAL FUNDS	\$ 1,377,899.00	80,488.60	184,234.90	1,193,664.10	13.37%
<b><u>REVENUES</u></b>	\$ 1,622,541.00	\$85,064.45	\$277,419.05	\$1,345,121.95	17.10%
<b><u>EXPENSES</u></b>					
SALARIES	\$ 526,841.00	\$34,238.94	\$215,572.77	\$311,268.23	40.92%
FRINGE BENEFITS	\$ 205,171.00	13,387.38	81,843.59	123,327.41	39.89%
OFFICE SUPPLIES	\$ 10,000.00	835.83	3,630.26	6,369.74	36.30%
POSTAGE	\$ 5,000.00	58.30	1,940.95	3,059.05	38.82%
OFFICE RENT EXPENSE	\$ 125,100.00	9,999.37	59,995.84	65,104.16	47.96%
ADVERTISING	\$ 4,000.00	(1,461.10)	487.01	3,512.99	12.18%
PRINTING	\$ 8,000.00	1,461.10	3,003.10	4,996.90	37.54%
CONFERENCE, WORKSHOPS & SEMINAR FEES	\$ 6,300.00	0.00	284.00	6,016.00	4.51%
FEES	\$ 35,900.00	4,310.70	31,488.84	4,411.16	87.71%
DUES	\$ 6,694.00	0.00	1,251.00	5,443.00	18.69%
PUBLICATIONS	\$ 1,050.00	0.00	632.60	417.40	60.25%
COPY EXPENSE	\$ 22,000.00	1,401.17	9,008.03	12,991.97	40.95%
COPY MACHINE COSTS	\$ 21,000.00	737.76	4,122.01	16,877.99	19.63%
TRAVEL EXPENSE	\$ 15,575.00	63.25	292.69	15,282.31	1.88%
AWARDS PROGRAM/PROMO	\$ 18,000.00	0.00	5,959.26	12,040.74	33.11%
SPECIAL STUDIES/PROFESSIONAL SERVICES	\$ 467,308.00	70,763.36	112,719.22	354,588.78	24.12%
MEETING EXPENSE	\$ 3,000.00	0.00	1,074.73	1,925.27	35.82%
LIABILITY INSURANCE	\$ 14,214.00	3,592.50	7,185.00	7,029.00	50.55%
REPAIRS	\$ 22,000.00	0.00	0.00	22,000.00	0.00%
NETWORK COSTS	\$ 39,360.00	1,973.89	20,864.77	18,495.23	53.01%
CAPITAL OUTLAY	\$ 5,000.00	0.00	5,075.00	(75.00)	101.50%
SOFTWARE	\$ 5,428.00	1,379.00	1,708.00	3,720.00	31.47%
TELEPHONE	\$ 3,600.00	198.00	1,338.00	2,262.00	37.17%
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%
<b><u>EXPENSES</u></b>	\$ 1,622,541.00	\$142,939.45	\$569,476.67	\$1,053,064.33	35.10%
<b><u>BALANCE</u></b>	\$ -	(\$57,875.00)	(\$292,057.62)	\$292,057.62	

**50% OF YEAR COMPLETE**



## EXECUTIVE COMMITTEE

### MEETING SUMMARY

**NOVEMBER 4, 2020**

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41\*; a four-member physical quorum was present and three members attended virtually.***

- Approved a motion allowing members attending virtually to participate and vote
- Received update on COVID-19 business practices and impacts; announced meetings held during COVID-19 restrictions will be held in a hybrid fashion with a physical quorum in attendance and other members attending virtually. This is for all advisory committees and the TPO Board.
- Announced that all persons attending meetings in person will be required to wear a mask at all times while in the building.
- Reviewed and recommended approval of the River to Sea TPO FY 2019/20 Independent Audit Report
- Reviewed and recommended approval of MPO-FDOT Annual Joint Certification Review Report
- Reviewed and recommended approval of Executive Director's Timesheet Review Report for September 2020
- Reviewed and approved draft November 25, 2020 TPO Board agenda

**THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON  
WEDNESDAY, JANUARY 6, 2021 @ 9:00 A.M.**

Beverly Beach  
Bunnell  
Daytona Beach  
Daytona Beach Shores

DeBary  
DeLand  
Deltona  
Edgewater

Flagler Beach  
Flagler County  
Holly Hill  
Lake Helen

New Smyrna Beach  
Oak Hill  
Orange City  
Ormond Beach

Palm Coast  
Pierson  
Ponce Inlet  
Port Orange

South Daytona  
Volusia County



**EXECUTIVE COMMITTEE  
MEETING SUMMARY  
JANUARY 6, 2021**

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41\*; a four-member physical quorum was present and one member attended virtually.***

- Approved a motion allowing members attending virtually to participate and vote
- Received update on COVID-19 business practices and impacts
- Reviewed and recommended approval of Executive Director's overall evaluation result and recommendation of retention
- Reviewed and recommended approval of the draft River to Sea TPO's 2021 Legislative Positions
- Reviewed and recommended approval of Executive Director's Timesheet Review Report for October 2020
- Reviewed and approved the draft January 27, 2021 TPO Board agenda as amended to add Presentation Item C: Presentation and Discussion of Votran's Transit Development Plan (TDP)
- Discussed a possible change to the November 24, 2021 TPO Board meeting due to it being the day before Thanksgiving

**THE NEXT EXECUTIVE COMMITTEE MEETING WILL BE ON  
WEDNESDAY, FEBRUARY 3, 2021 @ 9:00 A.M.**

Beverly Beach  
Bunnell  
Daytona Beach  
Daytona Beach Shores

DeBary  
DeLand  
Deltona  
Edgewater

Flagler Beach  
Flagler County  
Holly Hill  
Lake Helen

New Smyrna Beach  
Oak Hill  
Orange City  
Ormond Beach

Palm Coast  
Pierson  
Ponce Inlet  
Port Orange

South Daytona  
Volusia County



**Transportation Disadvantaged Local Coordinating Board (TDLCB)  
Meeting Summary  
January 13, 2021**

- Due to the COVID-19 virus, the January 13, 2021 TDLCB meeting was held electronically using GoToMeeting (as allowed by the December 17, 2020 Emergency Declaration from the Florida Commission for the Transportation Disadvantaged)\*
- Received public comment regarding benches and shelters at Votran bus stops
- Approved the minutes of the October 14, 2020 TDLCB meeting
- Approved the minutes of the October 14, 2020 TD Public Hearing minutes
- Approved the Community Transportation Coordinator's (CTC) monthly paratransit reports for September, October, and November 2020
- Approved the TDLCB Grievance Procedures
- Approved the 2021 minor update to the Transportation Disadvantaged Service Plan (TDSP) by roll call vote
- Approved the FY 2021/22 Federal Transit Administration (FTA) Section 5310 grant application
- Received a presentation of Votran's Transit Development Plan (TDP) major update, Transportation Disadvantaged Service Plan (TDSP) and Comprehensive Operational Analysis (COA)
- Received a presentation of TDLCB member training and Parliamentary Procedures (Robert's Rules)
- Approved a motion to move the discussion of bus stop safety at the West Volusia Hospital Authority Clinic in DeLand to the April 14, 2021 TDLCB meeting
- Received staff update on CTD Declaration and Order of Emergency; Public Transportation & TD Legislative Awareness Day on March 30, 2021; and update on Votran services during COVID-19 pandemic

***\*The next TDLCB meeting will be on Wednesday, April 14, 2021\*\****

***\*The Emergency Declaration was rescinded by the Commission for the Transportation Disadvantaged after this meeting ended***

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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 November 11, 2020

- The meeting was held as a hybrid due to COVID-19 with a 8 voting and 1 non-voting members physically present; 6 voting and 2 non-voting members virtually present
- A physical quorum was not present; therefore, no actions were taken
- Reviewed the minutes of the October 14, 2020 BPAC meeting
- Reviewed Resolution 2020-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Reviewed the 2021 Project Priority Schedule and Bicycle/Pedestrian Priority Project General Instructions
- Reviewed the 2021 Bicycle/Pedestrian Priority Project Applications
- Reviewed Resolution 2020-## 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)
- Reviewed Resolution 2020-## amending the local match requirements placed on member local governments for projects prioritized for funding by the R2CTPO
- Reviewed Resolution 2020-## amending the policy for establishing and maintaining transportation priority projects
- Discussed the cancellation of the December 9, 2020 BPAC meeting
- Received a presentation of the FDOT/R2CTPO Mobility Week Virtual Conference Center
- Received staff update on Votran's Transit Development Plan (TDP), Transit Service Development Plan (TSDP), and Comprehensive Operations Analysis (COA) updates, changes to

the R2CTPO bylaws which include language to address virtual meetings; and update on the “Love to Ride” challenge

- Announced the TPO will not hold its Annual Open House celebration but will be collecting toys for the annual Toy Drive

***\*\*The next BPAC meeting will be on Wednesday, January 13, 2021 at 2:00 pm\*\****





## Bicycle/Pedestrian Advisory Committee (BPAC) Meeting Summary January 13, 2021

- The meeting was held as a hybrid due to COVID-19 with a 8 voting and 1 non-voting members physically present; 6 voting and 2 non-voting members virtually present
- Approved a motion to allow members attending virtually to participate and vote
- Approved the Consent Agenda including the 2021 Bicycle/Pedestrian priority project General Instructions; 2021 priority project applications; Resolution 2020-## amending the policy for the annual allocation of Surface Transportation Block Grant (STBG) Program Urban Attributable funding and other state and federal funds identified in the 2045 Long Range Transportation Plan; Resolution 2020-## amending the policy for defining the local match requirements placed on member local governments for projects prioritized for funding by the TPO; and Resolution 2020-## amending the policy for establishing and maintaining transportation priority projects
- Approved the minutes of the October 14, 2020 BPAC meeting
- Recommended approval of Resolution 2021-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP) through a roll call vote
- Received a presentation of updated safety data and targets
- Received a presentation and overview of Connect 2045 Long Range Transportation Plan (LRTP) Report
- Received a presentation and discussion of proposed amendments to the FY 2020/21 to 2021/22 Unified Planning Work Program (UPWP)
- Received a presentation and discussion of Votran's Transit Development Plan (TDP) major update, Transit Service Development Plan (TSDP), and Comprehensive Operations Analysis (COA)

- Received staff comments regarding the R2CTPO Holiday Toy Drive to support Florida Department of Children and Families (DCF); announced R2CTPO awards; update on SU funding/Work Program; and update on 2021 Call for Projects
- FDOT announced an automated, continuous counter for pedestrians and bicyclists has been permanently installed on the East Coast Regional Rail Trail in Edgewater just north of the pedestrian bridge over SR 442
- Received member comments regarding a multi-purpose trail from Daytona Beach to DeLand incorporating remnants of the Old Pershing Highway; and regarding grass growing through the bike lane at International Speedway Boulevard (ISB) and Nova Road

***\*\*The next BPAC meeting will be on Wednesday, February 10, 2021 at 2:00 pm\*\****



## LEGISLATIVE ISSUES SUBCOMMITTEE MEETING SUMMARY NOVEMBER 4, 2020

*Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41\*; a two-member physical quorum was present and two members attended virtually.*

- A physical quorum was not present so no action was taken.
- Reviewed and discussed updates to the draft 2021 Legislative Positions for the River to Sea TPO and reached a consensus to: add a priority to identify and implement new transportation funding sources under the funding category; remove the priority for funding SunTrail maintenance; add support for pedestrian crossing traffic control devices in areas deemed unsafe to the safety category; and to update the handheld devices section to reflect activities from the 2019 session.
- Reviewed and discussed the need to revisit these positions after submission of the FDOT report and recommendations required to be submitted by December 1, 2020 for essential infrastructure.
- Reviewed and discussed “Additional Positions” listed on the last page of the Legislative Positions handout
- Agreed to present an updated draft 2021 Legislative Positions for the River to Sea TPO at the January 7, 2020 Executive Committee meeting.

***No further Legislative Issues Subcommittee meetings will be held***



## Citizens Advisory Committee (CAC) Meeting Summary November 17, 2020

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41; with 12 voting and 1 non-voting members physically present; 3 voting and 1 non-voting members virtually present***

- Approved a motion allowing members attending virtually to participate and vote
- Approved the October 20, 2020 CAC meeting minutes
- Reviewed and recommended approval by roll call vote of Resolution 2020-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Reviewed and recommended approval of the priority project applications for traffic operations/safety and Local Initiatives projects and transportation planning studies
- Reviewed and recommended approval of Resolution 2020-## 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)
- Reviewed and recommended approval of Resolution 2020-## amending the policy for defining local match requirements placed on member local governments for projects prioritized for funding by the TPO
- Reviewed and recommended approval of Resolution 2020-## amending the policy for establishing and maintaining transportation priority projects
- Cancelled the December CAC meeting
- The FDOT report was provided in the agenda
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Announced Votran has kicked off an 11-month project to update their Transit Development Plan (TDP), Transportation Disadvantaged Service Plan, and a Comprehensive Operations Analysis (COA) and announced they are conducting a survey as well as requesting volunteers for a discussion workshop

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	

- Announced the R2CTPO's Annual Toy Drive deadline to drop off toys is December 16, 2020

**\*\*Follow Up Items\*\***

- FDOT to provide information regarding pink flags along SR 15A/US 17 to DeLeon Springs; and provide explanation to members regarding reading FDOT status reports
- Volusia County staff to research what is being done regarding graffiti on the new Veteran's Memorial Bridge

***\*\*The next CAC meeting will be on Tuesday, January 19, 2021\*\****



**Citizens Advisory Committee (CAC)  
Meeting Summary  
January 19, 2021**

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41; with 10 voting and 1 non-voting members physically present; 4 voting and 1 non-voting members virtually present***

- Approved a motion allowing members attending virtually to participate and vote
- Approved the November 17, 2020 CAC meeting minutes
- Reviewed and recommended approval by roll call vote of Resolution 2020-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Received a PowerPoint presentation of updated R2CTPO safety data and targets
- Received a presentation of proposed amendments to the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP)
- Received a PowerPoint presentation of Votran's Transit Development Plan (TDP) major update, Transportation Disadvantaged Service Plan (TDSP), and Comprehensive Operational Analysis (COA)
- Received a presentation of Connect 2045 Long Range Transportation Plan (LRTP) final report documentation
- Received a PowerPoint presentation of the Tentative Five-Year Work Program proposed by FDOT
- The FDOT report was provided in the agenda
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Received staff update on R2CTPO Awards and Annual Toy Drive

**\*\*Follow Up Items\*\***

- FDOT to provide information regarding pink flags along SR 15A/US 17 in DeLeon Springs

***\*\*The next CAC meeting will be on Tuesday, February 16, 2021\*\****

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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 November 17, 2020

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41; with 13 voting members physically present; 3 voting and 1 non-voting members virtually present***

- Approved a motion allowing members attending virtually to participate and vote
- Approved the October 20, 2020 TCC meeting minutes
- Reviewed and recommended approval by roll call vote of Resolution 2020-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Reviewed and recommended approval of the priority project applications for traffic operations/safety and Local Initiatives projects and transportation planning studies
- Reviewed and recommended approval of Resolution 2020-## 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)
- Reviewed and recommended approval of Resolution 2020-## amending the policy for defining local match requirements placed on member local governments for projects prioritized for funding by the TPO
- Reviewed and recommended approval of Resolution 2020-## amending the policy for establishing and maintaining transportation priority projects
- Cancelled the December TCC meeting
- The FDOT report was provided in the agenda; announced FDOT is updating their construction report format to make it easier to read and provide more direct information; announced Work Program public hearing has been rescheduled from December to January 11 -15, 2021 with an in-person public hearing on January 14, 2021
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Announced Votran has kicked off an 11-month project to update their Transit Development Plan (TDP), Transportation Disadvantaged Service Plan, and a Comprehensive Operations Analysis (COA) and announced they are conducting a survey as well as requesting volunteers for a discussion workshop
- Announced the R2CTPO's Annual Toy Drive deadline to drop off toys is December 16, 2020

***\*\*The next TCC meeting will be on Tuesday, January 19, 2021\*\****

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 19, 2021**

***Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41; with 11 voting members physically present; 3 voting and 1 non-voting members virtually present***

- Approved a motion allowing members attending virtually to participate and vote
- Approved the November 17, 2020 TCC meeting minutes
- Reviewed and recommended approval by roll call vote of Resolution 2021-## amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Received a PowerPoint presentation of updated R2CTPO safety data and targets
- Received a presentation of proposed amendments to the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP)
- Received a presentation and workshop for the 2021 R2CTPO Call for Projects
- Received a presentation of Votran's Transit Development Plan (TDP) major update, Transportation Disadvantaged Service Plan (TDSP), and a Comprehensive Operations Analysis (COA)
- Received a presentation of Connect 2045 Long Range Transportation Plan (LRTP) final report documentation
- Received a presentation of the Tentative Five-Year Work Program proposed by FDOT
- The FDOT report was provided in the agenda; announced the report format was changed to be easier to read; announced that comments for the Work Program Public Hearing are due to be on the record by January 29<sup>th</sup>; announced the Public Hearing for the SR 44/Kepler Road Roundabout will be held on Thursday, January 21<sup>st</sup> from 5:00p – 7:00p at the Sanborn Activity Center in DeLand. \*Note: this public hearing is also available virtually
- The Volusia County and Flagler County Construction Reports were provided in the agenda
- Received staff update on R2CTPO Awards and Annual Toy Drive

**\*\*Follow Up Items\*\***

- FDOT to provide information of the Work Program status for the funding of SunRail Phase II North to DeLand

***\*\*The next TCC meeting will be on Tuesday, February 16, 2021\*\****

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  
October 28, 2020**

***Due to the COVID-19 virus, the meeting was held electronically using GoToMeeting  
(as allowed by Executive Orders 20-6, 20-114, 20-150, 20-179, and 20-246)***

- Approved the Consent Agenda including approval of: September 23, 2020 meeting minutes; Executive Director's timesheet report; expenditure for the SR 15/Beresford Avenue/South Spring Garden Avenue intersection improvement feasibility study; expenditure for the Dunlawton Avenue/Yorktowne Boulevard turn lanes improvement feasibility study; and expenditure for the Normandy Boulevard/Deltona Boulevard intersection improvement feasibility study
- Approved Resolution 2020-18 adopting the draft R2CTPO FY 2019/20 Public Involvement Activities Summary
- Approved Resolution 2020-19 supporting a PD&E study of the I-95/LPGA Boulevard interchange including the Tomoka River Bridge and funding agreement
- Approved Resolution 2020-20 amending the FY 2020/21 to 2024/25 Transportation Improvement Program (TIP)
- Discussed proposed changes to the guiding resolutions and project applications for the annual Call for Projects
- Discussed the R2CTPO 2020 Legislative Positions and the process to update positions for the 2021 Legislative Session
- Received a presentation and discussed updates to the R2CTPO bylaws; unanimously approved a motion to send a request to the Governor to allow virtual meetings and voting without the physical quorum requirement
- Received a presentation of I-4 Transportation Systems Management & Operations (TSM&O) Coalition and transportation technology
- Received a PowerPoint presentation of Mobility Week's "Love to Ride" Florida Challenge
- The FDOT report was provided in the agenda; announced FDOT has resumed public meetings; and announced the FY 2022/26 Work Program public hearing will be held December 7 – 11, 2020 with a public meeting on December 10, 2020 at the DeLand office
- Received the Executive Director's report on SU Funding/Work Program

***The next River to Sea TPO Board meeting will be on Wednesday, November 25, 2020***

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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	



## Summary of MPOAC Staff Directors/Governing Board Meetings

***The meeting was held as a hybrid due to COVID-19.  
A physical quorum of voting members was present.***

- **Call to Order** – The Governing Board meeting was called to order by MPOAC member, Nick Maddox, Capital Area TPA (the Staff Directors meeting was called to order by Lois Bollenback, River to Sea TPO). A physical quorum was present.
- **Meeting Participation** - Members physically present motioned to approve remote attendance by members as an “extraordinary circumstance” due to the public health risks and restrictions on social gatherings. The motion was approved unanimously.
- **FDOT Secretary Comments** - Secretary Kevin Thibault addressed the board regarding the challenges facing FDOT as a result of reduced revenue estimates. He explained the components of the overall work program for the state and described the strategies for managing this effort. Secretary Thibault explained that the FDOT District staff received these revised estimates within the past few days and they will work with MPOs as decisions are made to the work program. He stated that FDOT has to complete their revisions by December 31<sup>st</sup>. The Secretary discussed other activities including advancing transportation technology and the upcoming legislative session.
- **Approve Minutes of the January 30, 2020 Meeting** - Meeting minutes were reviewed and approved.
- **Public Comments** – Invitations to speak were offered, however, no public comment was provided.
- **Executive Directors Report** - Mr. Carl Mikyska, MPOAC Executive Director, pointed to the 2020 fiscal year-end budget and noted that they completed the year under budget. He also noted the first quarter of the current fiscal year was on track. Mr. Mikyska went on to provide an overview of the FDOT-MPO Leadership meeting that was held in September 2020. The objective of this meeting was to discuss topics and issues that affect the Metropolitan Planning Program, to improve communication between FDOT and MPOs, to foster a shared understanding of practices, to improve overall program efficiencies and to coordinate program goals (a full meeting summary was included in the agenda).
- **Agency Reports**
  - **FDOT Report** – Mr. Mark Reichert, Administrator for Metropolitan Planning, Office of Policy Planning, provided a lengthy update, including current activities regarding transportation performance management (TPM), an update on the SunTrail program (retraction of the annual call for projects), a review of his presentation to FPTA, the planning of the next FMPP meeting in January, and implementation of the Documents Portal. Mr. Reichert also reviewed the annual joint certification review between FDOT and MPOs and confirmed that while the Financial Risk Assessment is required, the other activities are not. MPOs have the opportunity to opt out if they’d like. He also informed members that it has been determined that FDOT has not made significant progress towards meeting their safety targets. Mr. Reichert added to the discussion of the Leadership meeting reminding the group of the UPWP template being developed as well as continued efforts to implement a Consolidated Planning Grant that combines Federal Highway and Transit funds into a single grant. He informed the

group about CFR 667 pertaining to monitoring repeatedly damaged facilities and the continued development of the Florida Transportation Plan (FTP).

- **FHWA Report** – Ms. Kathy Kendall, FHWA Planning Team Leader, updated members on staffing assignments and discussed results of the Federal Certification Review performed on FDOT Central Office which included four Noteworthy Activities, no Corrective Actions and eight Recommendations. Ms. Kendall responded to a question regarding why MPOs might be harmed as a result of an FDOT issue regarding UPWPs. She stated that the issue has been ongoing and FHWA will not approve another set of UPWPs without the tracking issue resolved. Mr. Reichert responded they are confident that the issue will be settled before then. Ms. Karen Brunelle, FHWA Director of the Office of Project Development, announced several grant awards throughout the state and provided a presentation to update members on Transportation Performance Management (TPM) activities and reminded everyone that the update to Safety Targets is February 27<sup>th</sup>. Ms. Brunelle also responded to a question regarding LRTP deadlines stating that plans could be adopted early, but not past the 5-year timeframe.

- **Business Items & Presentations**

- **Fiscal Years 2020/21 and 2021/22 Unified Planning Work Program (UPWP)** – Mr. Mikyska provided an overview of activities included the MPOAC's 2-year UPWP. He reminded members that a draft of this document was presented to the Governing Board of MPOAC at the January 30, 2020 meeting but it was not adopted due to the inability of MPOAC to meet since the January meeting because of COVID-19 meeting restrictions. The MPOAC Governing Board approved the FY 2020/21 and 2021/22 UPWP.
- **Amendments to the MPOAC Bylaws** – Mr. Mikyska provided an overview of the changes recommended to the MPOAC bylaws relating to actions needed during times when the full Governing Board is unable to meet. The changes provide authorization for the Executive Committee to take limited actions as might be needed. In the event the Executive Committee is unable to meet and urgent action is needed, the bylaws will permit MPOAC Chair or Vice-Chair to take action. Any decisions made during an emergency must be brought back to the Governing Board for ratification at the next meeting of that body. In addition, MPOAC officers must be elected during a regular meeting and could not be re-elected or installed as part of an emergency action by leadership.
- **Legislative Policy Positions** – Mr. Mikyska reviewed changes recommended by the Staff Directors to update the legislative positions. The Governing Board discussed the recommendations and provided direction to update the positions for the 2021 session as follows: combining policy positions 1 & 2 into a single item; elevating the proposed ban on the use of handheld electronic devices while driving to the #2 policy position; adding a new policy position allowing virtual meetings during a declared state of emergency as #3; adding language to policy position #5 that regarding flexibility in funding for transit, to modify/add language consistent with that of the Florida Public Transportation Association.
- **MPOAC Meeting Dates for calendar year 2020** – The meeting dates approved for the 2021 calendar year include: January 28<sup>th</sup>, April 29<sup>th</sup>, July 29<sup>th</sup>, and October 28<sup>th</sup> (each date is a Thursday).

- **Member Comments** – Comments were limited.

*The complete meeting agenda and presentations can be found at: <http://www.mpoac.org/meetings/>*

*Ms. Lois Bollenback, Executive Director of the R2CTPO physically attended the Staff Directors meeting.  
R2CTPO 1<sup>st</sup> Vice-Chair Billie Wheeler attended Governing Board meeting remotely.*

*The next meeting of the MPOAC Staff Directors and Governing Board will be held on  
Thursday, January 28<sup>th</sup> 2020.*




To: River to Sea TPO Board

From: Commissioner Jason McGuirk, River to Sea TPO Chairperson

Date: October 7, 2020

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 October 7, 2020. 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	
677	August 30, 2020 through September 5, 2020	
678	September 6, 2020 through September 12, 2020	
679	September 13, 2020 through September 19, 2020	
682	September 20, 2020 through September 26, 2020	



No abnormalities noted.

\_\_\_\_\_ Abnormalities were noted and have been resolved.

\_\_\_\_\_ Abnormalities were noted and have **not** been resolved.





To: River to Sea TPO Board

From: Commissioner Jason McGuirk, River to Sea TPO Chairperson

Date: October 28, 2020

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 October 28, 2020. 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	
683	September 27, 2020 through October 3, 2020	
684	October 4, 2020 through October 10, 2020	
686	October 11, 2020 through October 17, 2020	

☒ No abnormalities noted.

☐ Abnormalities were noted and have been resolved.

☐ Abnormalities were noted and have **not** been resolved.



**JMG M2020-03**

To: Anna Taylor, Government Liaison Administrator  
Florida Department of Transportation (FDOT), District Five

From: Commissioner Jason McGuirk, R2CTPO Chairperson

Date: December 10, 2020

RE: Executive Authorization of TIP Amendment of FDOT Safety Project

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In response to the disruption of standard operating practices resulting from the Novel Coronavirus Disease 2019 (COVID-19), including limitations on social gatherings, the River to Sea Transportation Planning Organization (R2CTPO) adopted Resolution 2020-05 authorizing emergency approvals of business items as may be needed during declared States of Emergency.

Resolution 2020-05 (attached) provides limited authorization to the R2CTPO Chair to amend or approve program documents and project funding “if the time constraint is such that action at the next scheduled meeting of the TPO Governing Board would significantly delay progress on a project previously supported by the TPO.” The State of Florida is currently under a formal State of Emergency as a result of the ongoing COVID-19 pandemic.

The following safety project was requested by FDOT staff to support safety improvements within the R2CTPO planning area: Wrong Way Driving Signs Bundle B (FM# 446159-2). FDOT staff have confirmed that the letting date for construction of this project is scheduled for January 27, 2021 with construction anticipated to begin February 1, 2021. In order to have federal funding authorized for this project, both the local and State TIPs must be updated. This requires the amendments to be submitted, along with relevant supporting documents, no later than January 10, 2021 for Central Office review.

The TIP amendment was presented to the Technical and Citizens Advisory Committees in November 2020 and was recommended for approval. However, the Governing Board did not have a physical quorum and the November board meeting was cancelled. This project is consistent with the priorities and programs of the R2CTPO supporting safety improvements within the planning area.

As the Chairperson of the R2CTPO and pursuant to Resolution 2020-05, I authorize an emergency amendment to the Fiscal Year 2020/21 to 2024/25 Transportation Improvement Program (TIP) to add funding for the Wrong Way Driving Signs Bundle B (FM# 446159-2). Authorization is required to avoid delays in the implementation of this safety improvement project. This action is subject to approval by the full R2CTPO Governing Board at the next scheduled meeting on January 27, 2021.

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2020-05**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING EMERGENCY APPROVALS UNDER A DECLARED STATE OF EMERGENCY TO ENSURE COMPLIANCE WITH FEDERAL AND STATE REQUIREMENTS FOR METROPOLITAN PLANNING ORGANIZATIONS**

**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 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 Transportation Planning Organization and the Florida Department of Transportation 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 is required to develop and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, including but not limited to the Unified Planning Work Program (UPWP); Transportation Improvement Program (TIP), a Public Involvement Plan and a Metropolitan Transportation Plan (MTP); and

**WHEREAS**, Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission; and

**WHEREAS**, the Centers for Disease Control (CDC) currently recommends mitigation measures for communities experiencing an outbreak including limiting face-to-face contact with others as much as possible; and

**WHEREAS**, the Governor of the State of Florida declared on March 9<sup>th</sup>, 2020 a formal State of Emergency (Executive Order 20-52); and

**WHEREAS**, the River to Sea TPO By Laws, Section 2.3.C. allows the convening of special and/or emergency meetings that “may be called by the Chairperson or by written request of two or more members delivered to an officer” with “at least two (2) business days notice;” and

**WHEREAS**, under the current circumstances, the River to Sea TPO may be required to take immediate action to respond to urgent requests that cannot be delayed until a meeting and quorum can be established.

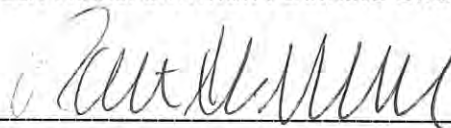


**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea Transportation Planning Organization (TPO) that, while operating under a declared State of Emergency, the Executive Director, with the approval of the Chairperson of the TPO (or Vice-Chair in the absence of the Chair) is hereby authorized to:

1. Amend a program document to maintain consistency with state or federal programs, or amend program or project funding if the time constraint is such that action at the next scheduled meeting of the TPO Governing Board would significantly delay progress on a project previously supported by the TPO; and
2. Approve the revision and submission of the UPWP and amendments to the existing TIP, provided that the process for seeking approval of these actions shall follow all applicable procedures when the State of Emergency is suspended; and
3. Submit information, reports, grant applications or documents on behalf of the River to Sea TPO that are deemed essential by the FHWA and/or the FDOT.
4. 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 25<sup>th</sup> day of March, 2020.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**DAYTONA BEACH VICE MAYOR ROBERT GILLILAND  
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 March 25, 2020.

**ATTEST:**



**DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2020-21**

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
AMENDING THE FY 2020/21 TO FY 2024/25 TRANSPORTATION IMPROVEMENT  
PROGRAM (TIP) UNDER AN EMERGENCY AUTHORIZATION REQUEST**

---

**WHEREAS**, 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell; and

**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 urbanized area; and

**WHEREAS**, the River to Sea TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

**WHEREAS**, the River to Sea TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's adopted Five-Year Work Program; and

**WHEREAS**, Resolution 2020-05 provides limited authorization to the R2CTPO Chair to amend or approve program documents and project funding "if the time constraint is such that action at the next scheduled meeting of the TPO Governing Board would significantly delay progress on a project;" and

**WHEREAS**, the Florida Department of Transportation made a request for Emergency Authorization for project funding in the River to Sea TPO TIP and provided additional information to the River to Sea TPO regarding the FDOT adopted Five-Year Work Program.


**NOW, THEREFORE, BE IT RESOLVED**, by the River to Sea TPO that the:

1. River to Sea TPO's FY 2020/21 to FY 2024/25 TIP is hereby amended as shown in Attachment "A" attached hereto and made a part of this resolution; and
2. This action is subject to approval by the full R2CTPO Governing Board at the next scheduled meeting on January 27, 2021; and the

3. Chairperson of the River to Sea TPO (or his/her designee) is hereby authorized and directed to submit the FY 2020/21 to FY 2024/25 TIP as amended to the:
- a. Florida Department of Transportation;
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
  - d. Department of Economic Opportunity.

**DONE AND RESOLVED** by the River to Sea TPO Chairperson, under a formally declared State of Emergency, pursuant to Resolution 2020-05, on the 10<sup>th</sup> day of December 2020.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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, authorized under a formally declared State of Emergency, pursuant to Resolution 2020-05 on December 10, 2020.

**ATTEST:**



**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

4461592

Wrong Way Driving Signs Bundle B

Non-SIS



Work Summary:		SAFETY PROJECT			From:		
					To:		
Lead Agency:		Florida Department of Transportation			Length: 4.111 miles		
Phase	Fund Source	2020/21	2021/22	2022/23	2023/24	2024/25	Total
CST	ACID	389,880	0	0	0	0	389,880
PE	DIH	17,712	0	0	0	0	17,712
CST	ACSS	649,062	0	0	0	0	649,062
CEI	DDR	12,480	0	0	0	0	12,480
CEI	ACID	90,120	0	0	0	0	90,120
CST	DDR	100,000	0	0	0	0	100,000
Total		1,259,254	0	0	0	0	1,259,254

Prior Cost < 2020/21:

0

Future Cost > 2024/25:

0

Total Project Cost:

1,259,254

Project Description:

This project consists of wrong-way driving countermeasures along interchanges on I-4 in west Volusia County. The countermeasures include static signs, illuminated signs, video detection, and interconnectivity with the Regional Traffic Management Center (RTMC) if a wrong-way driver is detected.

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2020-23**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ESTABLISHING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBG) URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN FOR LOCAL INITIATIVES**

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**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, 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 the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

**WHEREAS**, each year the appropriate River to Sea TPO committees, made up of a cross-section of interested citizens and staff, are charged with the responsibility of drafting a list of prioritized projects; and

**WHEREAS**, it is the responsibility of the River to Sea TPO to establish project priorities that are equitable for all areas within the River to Sea TPO's planning boundaries ; and

**WHEREAS**, the River to Sea TPO reaffirms its commitment to the priority process and related policies;

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea TPO that:

1. Annual set-asides of the River to Sea TPO's total Surface Transportation Block Grant Program (STBG) Urban Attributable (SU) funding will be made in the following manner: 40% of the total SU funds will be used for Traffic Operations, Safety, and

Local Initiatives (traffic operations focused) Project Priorities, 30% of the total SU funds will be used for Transit Project Priorities, and 30% of the total SU funds will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities;

2. Annual set-asides of other state and federal funds identified in the 2040 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities;
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked in both the bicycle/pedestrian focused and the traffic operations focused project categories if the bicycle/pedestrian cost component of the project is greater than 20% of the total project cost. Projects that do not meet this threshold shall be submitted and ranked in the traffic operations focused category only. The project applications shall include the cost breakdown between the bicycle/pedestrian component and the traffic operations component of the project. When programming mixed projects, funding amounts drawn down from each set-aside category (bicycle/pedestrian focused vs. traffic operations focused) shall be consistent with the cost component of that category;
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the River to Sea TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos.  
  
Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications, shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA.
5. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
6. The Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
  - a. Florida Department of Transportation (FDOT);
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and

- c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

**DONE AND RESOLVED** at the regular meeting of the River to Sea TPO held on the **27<sup>th</sup>** day of **January 2021**.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

\_\_\_\_\_  
**CITY OF NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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 27, 2021.

**ATTEST:**

\_\_\_\_\_  
**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2020-24**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**

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**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 urbanized area; and

**WHEREAS**, 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 the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, the FDOT funds projects in the Work Program based on the plans and priorities set by the TPO; and

**WHEREAS**, the River to Sea TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs which are consistent with the TPO's plans and priorities and benefit residents of and visitors to our planning area; and

**WHEREAS**, the River to Sea TPO wants to leverage the state and federal transportation funds programmed on transportation projects in TPO's MPA and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds;

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea TPO that:

1. Every governmental entity receiving state and/or federal transportation funds for a project on any of the following Priority Project Lists shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds:
  - a. Traffic Operations, Safety, and Local Initiatives Projects;
  - b. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects.

This match requirement shall not apply to projects on the State Highway System; and

2. Every governmental entity receiving state and/or federal transportation funds for a project on the TPO's Priority List of Transportation Planning Studies shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds; and

3. A local match shall not be required for any project on the TPO's Priority Lists of Strategic Intermodal System (SIS) Projects, Regionally-Significant Non-SIS Roadway Projects, or Transit Projects, subject to any other funding program requirements that may apply (e.g., Transportation Regional Incentive Program); and
4. the River to Sea TPO determines that "local match" shall be defined as non-state/non-federal cash match and/or in-kind services of eligible costs that advance the project in question; and
5. notwithstanding the terms prescribed in subparagraph 1 and 2, above, the required local match shall not exceed the ratio required in the current policy of the TPO Board at the time the governmental entity requests funding unless the local government entity commits to a higher local match for the project; and
6. the River to Sea TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. the River to Sea TPO defines a cost overrun as an increase in the amount of the cost of any programmed project phase due to a change in scope, project limits or project approach that could have reasonably been foreseen or is the result of an incomplete, insufficient or out of date cost estimate; and
8. the River to Sea TPO reaffirms its policy that any cost overruns encountered on a project funded with state and/or federal transportation funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
9. the River to Sea TPO defines a cost increase as an increase in the cost of any programmed project phase due to unforeseen market changes or a change in requirements and/or standards for projects that have current and complete cost estimates; and
10. Requests for additional state and/or federal funds must be submitted to the TPO and include a statement of hardship or justification by the governmental entity identified as the project sponsor along with supporting documentation that includes detailed justification of the change in cost; and
11. the River to Sea TPO Executive Director may authorize the use of state and/or federal funds to cover some or all of a cost increase on any project phase up to and including 10% of the project cost estimate for that phase; and
12. the use of state and/or federal funds to cover cost increases exceeding 10% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
13. the policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
14. the Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit this resolution to the:
  - a. Florida Department of Transportation;
  - b. Federal Transit Administration (through the Florida Department of Transportation);



- c. Federal Highway Administration (through the Florida Department of Transportation);  
and
- d. Councils, Commissions, and Managers of the TPO Member Local Governments.

**DONE AND RESOLVED** at the regularly convened meeting of the River to Sea TPO held on the 27th day of January 2021.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**CITY OF NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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 27, 2021.

**ATTEST:**

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**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2020-25**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION REAFFIRMING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS**

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**WHEREAS**, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, 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 the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**WHEREAS**, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

**WHEREAS**, each year the appropriate River to Sea TPO committees made up of a cross-section of interested citizens and technical staff are charged with the responsibility of drafting a list of prioritized projects; and

**WHEREAS**, it is the responsibility of the River to Sea TPO to establish project priorities for all areas of the TPO's MPA; and

**WHEREAS**, the River to Sea TPO reaffirms its commitment to the priority process and related policies;

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea TPO that the following policies are established to prioritize transportation projects throughout the TPO's MPA:

1. The project application and evaluation criteria approved by the River to Sea TPO Board shall be used to solicit and evaluate projects for priority ranking in the transportation program categories listed below:
  - a. Florida Strategic Intermodal System (SIS) Projects;
  - b. Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects;

- c. Traffic Operations, Safety, and Local Initiatives Projects;
  - d. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects;
  - e. Public Transit Projects; and
  - f. Transportation Planning Studies.
2. River to Sea TPO projects that were previously ranked and have a Financial Management (FM) number and are in the Florida Department of Transportation Work Program will automatically be prioritized above projects that are not currently in the FDOT Five-Year Work Program;
  3. Projects which are ranked one through five on the Prioritized List of Florida Strategic Intermodal System (SIS) Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  4. Projects which are ranked one through five on the Prioritized List of Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  5. Projects which are ranked one through eight on Tier “B” of the Prioritized List of Traffic Operations, Safety, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  6. Projects which are ranked one through three on Tier “B” of the Prioritized List of Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
  7. If, at any time, two or more lists of prioritized projects are merged into a new list, every project that was protected prior to the merger shall retain its protected status, and no new or previously unprotected project shall be deemed to be protected unless and until it advances to the protected rank prescribed for the new, merged list.
  8. The River to Sea TPO will only re-prioritize or add projects when the TPO Board determines: a) unusual circumstances support such action, b) the circumstances are not of a recurring nature, c) the circumstances do not result from the actions of the project sponsor, and d) the proposed reprioritization or addition will not be contrary to the public interest;
  9. Requests to change the priority or to add a project must include a statement of hardship by the requestor along with supporting documentation that includes

detailed justification of need and an assessment of the impacts to the programming of prioritized projects;

10. It is the responsibility of the River to Sea TPO and FDOT staffs to provide the River to Sea TPO members with current information and data on project status and to assist the members in their efforts to make informed decisions regarding the prioritized projects lists;
11. The River to Sea TPO shall, in its discretion, make all decisions regarding the final prioritized project lists that are annually submitted to FDOT;
12. Once a project has attained protected status, it should be programmed within 3 years. If it has not been programmed during that time due to inactivity on the part of the project sponsor, then the project will be removed from the list of priority projects. The project sponsor may resubmit the project for open ranking on any subsequent call for projects.
13. Per the approved Annual Call for Projects schedule, the project sponsor shall annually submit a letter to the River to Sea TPO affirming their continued support to retain each project on the priority list and provide updated cost estimates for all unfunded phases of each project they sponsor on the Regionally Significant Non-SIS, Tier "A", and Tier "B" project lists. Updated cost estimates for projects or project phases that are currently funded/programmed are considered a request for additional funding and subject to the TPO's cost increase/cost overrun policy. Requests for additional funding shall be submitted to the TPO on the appropriate form. The letter shall also provide support from the project sponsor for any Transportation Regional Incentive Program (TRIP) eligible project(s) which they are ready to advance into the Work Program and TIP and provide a commitment of local matching funds, if required.
14. The River to Sea TPO shall use this project prioritization process to support the development of Regional Priority Lists in the areas of Trails, Transit, Transportation Systems Management and Operations (TSM&O), and Planning Studies
15. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
16. the Chairperson of the River to Sea TPO, (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
  - a. Florida Department of Transportation (FDOT);
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation)

**DONE AND RESOLVED** at the regular meeting of the River to Sea TPO held on the 27th day of January 2021.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**CITY OF NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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 27, 2021.

**ATTEST:**

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**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**V. ACTION ITEMS**

**A. REVIEW AND APPROVAL OF RESOLUTION 2021-01 UPDATING THE R2CTPO BYLAWS**

**Background Information:**

Responding to the Public Health Emergency resulting from COVID-19, Governor DeSantis issued Executive Order 20-52 in March 2020, allowing local governments to use remote meeting platforms to conduct meetings and take needed actions (MPOs are defined as a local government organization). Subsequent orders were issued continuing the practice of remote meeting participation in the months that followed. The most recent Executive Order 20-246 expired on November 1, 2020.

Without the support of Executive Orders waiving in-person meeting requirements, local governments must comply with the meeting and voting requirements established in the State of Florida that include a physical presence of members to meet quorum requirements. Rulings by the Attorney General's Office allow remote participation and voting by members provided that a physical quorum of members is in attendance. It is important to note, however, that members requesting to participate remotely may only do so under "extraordinary circumstances" as determined by the board/committee members.

To ensure transparency with the public and to provide clarity to advisory committee and board members, the River to Sea TPO Bylaws are being modified to address remote meeting attendance as permitted in the State of Florida. The modification also incorporates Emergency Approval language approved by the River to Sea TPO in March 2020 under Resolution 2020-05.

A marked-up draft was provided for review in October 2020 and no additional changes have been made. A final draft version of the bylaws is available for review at the link below:

[www.r2ctpo.org/wp-content/uploads/Draft-TPO-Bylaws.pdf](http://www.r2ctpo.org/wp-content/uploads/Draft-TPO-Bylaws.pdf)

***ACTION REQUESTED:***

***MOTION TO APPROVE RESOLUTION 2021-01 UPDATING THE R2CTPO BYLAWS***

## **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

### **RESOLUTION 2021-01**

#### **RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AMENDING THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION BYLAWS**

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**WHEREAS**, 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

**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 (3-C) transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

**WHEREAS**, the River to Sea TPO operates under an adopted set of bylaws established to clarify the governing rules and practices of the organization, establish meeting requirements and ensure transparency; and

**WHEREAS**, in response to conditions presented as a result of the COVID-19 pandemic, the River to Sea TPO has modified its operating practices, as permitted under Florida law and rulings by the Attorney Generals Office, to adhere to social distancing and support efforts to protect public health; and

**WHEREAS**, the River to Sea TPO deems it to be in the best interest of the TPO membership and the general public that the bylaws of the organization be amended to recognize the conditions by which remote meeting participation of committee members is permitted.

**NOW, THEREFORE, BE IT RESOLVED** by the River to Sea TPO that the:

1. River to Sea TPO hereby endorses and amends the bylaws as attached; and
2. The Chairperson of the River to Sea TPO (or his/her designee), is hereby authorized and directed to submit this resolution and attached bylaws to the:
  - a. Florida Department of Transportation, District 5 Secretary; and the
  - b. Central Florida MPO Alliance

**DONE AND RESOLVED** at the regular meeting of the River to Sea Transportation Planning Organization on the 27<sup>th</sup> day of January 2021.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**CHAIRPERSON, RIVER TO SEA TPO**

**CERTIFICATE:**

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO, certifies 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 27, 2021.

**ATTEST:**

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**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**V. ACTION ITEMS**

**B. REVIEW AND APPROVAL OF RESOLUTION 2021-02 AMENDING THE FY 2020/21 TO 2024/25  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)**

**Background Information:**

The proposed amendment to the FY 2020/2021 to 2024/2025 TIP amends funding for one (1) existing project and programs current year funding for three (3) new projects as follows:

- Increases funding in the amount of \$4,682,204 by revising current year funding and adding additional ROW funding through FY 2023/24 for the I-95 at Pioneer Trail Interchange project (FM# 436292-1)
- Programs funding in the amount of \$119,457 for a new mobility management transit project (FM # 446908-2)
- Programs funding in the amount of \$100,000 for a new operating assistance transit project (FM # 448460-1)
- Programs funding in the amount of \$2,269,634 for the Lehigh Trailhead Project (FM# 4364731)

The proposed amendment is further described in the enclosed Resolution 2021-02 and Attachment "A".

***ACTION REQUESTED:***

***MOTION TO APPROVE RESOLUTION 2021-02 AMENDING THE FY 2020/21 TO 2024/25  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)***

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**RESOLUTION 2021-02**

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION  
AMENDING THE FY 2020/21 TO FY 2024/25  
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

---

**WHEREAS**, 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 portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach and portions of Palm Coast and Bunnell; and

**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 urbanized area; and

**WHEREAS**, the River to Sea TPO shall annually endorse and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, among which is the Transportation Improvement Program (TIP); and

**WHEREAS**, the River to Sea TPO's adopted TIP is required to be consistent with the Florida Department of Transportation's adopted Five-Year Work Program; and

**WHEREAS**, the Florida Department of Transportation has provided additional information to the River to Sea TPO regarding the FDOT adopted Five-Year Work Program.

**NOW, THEREFORE, BE IT RESOLVED**, by the River to Sea TPO that the:

1. River to Sea TPO's FY 2020/21 to FY 2024/25 TIP is hereby amended as shown in Attachment "A" attached hereto and made a part of this resolution; and the
2. Chairperson of the River to Sea TPO (or his/her designee) is hereby authorized and directed to submit the FY 2020/21 to FY 2024/25 TIP as amended to the:
  - a. Florida Department of Transportation;
  - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation);
  - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
  - d. Department of Economic Opportunity.

**DONE AND RESOLVED** at the regularly convened meeting of the River to Sea TPO held on the 27<sup>th</sup> day of January 2021.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**NEW SMYRNA BEACH COMMISSIONER JASON MCGUIRK**  
**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 27, 2021.

**ATTEST:**

---

**DEBBIE STEWART, RECORDING SECRETARY**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

4362921

I-95 Interchange at Pioneer Trail

SIS



Work Summary: INTERCHANGE (NEW) From: I-95 Interchange at Pioneer Trail

To:

Lead Agency: Florida Department of Transportation

Phase	Fund Source	2020/21	2021/22	2022/23	2023/24	2024/25	Total
RRU	DDR	666,278	0	0	0	0	666,278
	<u>A</u>	<u>40,000</u>					<u>40,000</u>
PE	DIH	3,796	0	0	0	0	3,796
PE	SU	161	0	0	0	0	161
PE	ACSA	186,138	0	0	0	0	186,138
ENV	<u>A</u>	<u>50,35</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>580,735</u>
ENV	<u>TA T</u>	<u>21,41</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>821,417</u>
		<u>0</u>	<u>3,04</u>				<u>3,097,848</u>
ENV	DDR	4,000,000	0	0	0	0	4,000,000
	<u>5,24</u>						<u>57,248</u>
PDE	DIH	7,248	0	0	0	0	7,248
PDE		<u>12,000</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>0</u>	<u>128,000</u>
		<u>3,24,000</u>	<u>2,64,000</u>	<u>1,132,000</u>	<u>500,000</u>	<u>,000</u>	<u>7,698,000</u>
ROW	ACFP	0	3,730,000	0	0	0	3,730,000
<b>Total</b>		<b>5,763,977</b>	<b>5,781,848</b>	<b>1,132,000</b>	<b>500,000</b>	<b>98,000</b>	<b>13,275,825</b>
		<b>4,863,621</b>	<b>3,730,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8,593,621</b>

Prior Cost < 2020/21: 6,813,812

Future Cost > 2024/25: 0

Total Project Cost: ~~15,407,433~~ 20,089,637

Project Description: New I-95 Interchange at Pioneer Trail. (Reference 2045 Long Range Transportation Plan, Pages 2-3 to 2-5, Page 6-20 (Table 6-12) and Appendix B)

4469082

5310 Center for Visually Impaired - Mobility Management

Non-SIS

No Map  
Available

**Work Summary:** CAPITAL FOR FIXED ROUTE

**From:**

**To:**

**Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2020/21	2021/22	2022/23	2023/24	2024/25	Total
GR&M	DPTO	11,946	0	0	0	0	11,946
GR&M	LF	11,946	0	0	0	0	11,946
GR&M	DU	95,565	0	0	0	0	95,565
<b>Total</b>		<b>119,457</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>119,457</b>

**Prior Cost < 2020/21:** 0

**Future Cost > 2024/25:** 0

**Total Project Cost:** 119,457

**Project Description:** Mobility Management Project that will provide travel training and trip planning activities for clients including extensive training on using the public transportation system and securing paratransit services. (Reference 2045 Long Range Transportation Plan, Pages 2-3 to 2-5, Page 6-33 and Appendix D) (

4484601

5310 Small Sunrise Community of Northeast Florida

Non-SIS

No Map  
Available

**Work Summary:** OPERATING/ADMIN. ASSISTANCE

**From:**

**To:**

**Lead Agency:** Florida Department of Transportation

Phase	Fund Source	2020/21	2021/22	2022/23	2023/24	2024/25	Total
GR&M	LF	50,000	0	0	0	0	50,000
GR&M	DU	50,000	0	0	0	0	50,000
<b>Total</b>		<b>100,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>100,000</b>

**Prior Cost < 2020/21:** 0

**Future Cost > 2024/25:** 0

**Total Project Cost:** 100,000

**Project Description:** Operating assistance funding to allow the agency to provide safe transportation services to their clients. (Reference 2045 Long Range Transportation Plan, Pages 2-3 to 2-5, Page 6-33 and Appendix D) )

4364731

Lehigh Trailhead

Non-SIS



**Work Summary:** BIKE PATH/TRAIL  
**From:** at Belle Terre Parkway and Royal Palms Parkway  
**To:**  
**Lead Agency:** City of Palm Coast  
**Length:** n/a

Phase	Fund Source	2020/21	2021/22	2022/23	2023/24	2024/25	Total
CEI	LF	158,374	0	0	0	0	158,374
CST	LF	517,522	0	0	0	0	517,522
CEI	ACSU	10,000	0	0	0	0	10,000
CST	SU	1,583,738	0	0	0	0	1,583,738
<b>Total</b>		<b>2,269,634</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2,269,634</b>

**Prior Cost < 2020/21:** 100,000

**Future Cost > 2024/25:** 0

**Total Project Cost:** 2,369,634

**Project Description:** Development of the trailhead at the intersection of Belle Terre Parkway and Royal Palms Parkway in Palm Coast. (Reference 2045 Long Range Transportation Plan, Pages 2-3 to 2-5, Pages 6-34 to 6-25 and Appendix E)

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**V. ACTION ITEMS**

**C. REVIEW AND APPROVAL OF 2021 R2CTPO LEGISLATIVE POSITIONS**

**Background Information:**

Each year, the TPO develops a set of legislative positions to be used in informing legislators of issues important to the River to Sea TPO. The Legislative Issues Subcommittee met on October 7, 2020 and again on November 4, 2020 to discuss the draft 2021 Legislative Positions.

A preliminary mark-up of the proposed changes is included in this agenda. These focus on:

- Standard updates for the current year and leadership
- Updates to the Funding section to acknowledge current revenue projections; the addition of an item encouraging transition to new revenue sources; and eliminating the request for the funding of SunTrail program maintenance.
- Updates to the Safety section adding support for pedestrian crossing traffic control devices in areas deemed unsafe; and updating the handheld devices section to reflect activities from the 2019 session.
- Revisions to the last page of Additional items to reflect current activities.

The Legislative Issues Subcommittee also agreed to consider additional changes that may be needed pending the submission of a report by FDOT containing preliminary recommendations, including recommendations for legislation to the Governor, the President of the Senate, and the Speaker of the House by December 1, 2020.

***ACTION REQUESTED:***

***MOTION TO APPROVE THE 2021 R2CTPO LEGISLATIVE POSITIONS***



# 2021 Legislative Positions

*Adopted by River to Sea TPO Board 01-27-2021*



***River to Sea TPO Chairperson:  
Commissioner Jason McGuirk, City of New Smyrna Beach***

**Contact: Lois Bollenback, Executive Director**

**Telephone: (386) 226-0422**

**E-mail: [LBollenback@r2ctpo.org](mailto:LBollenback@r2ctpo.org)**

**Website: [www.r2ctpo.org](http://www.r2ctpo.org)**



“On behalf of the River to Sea Transportation Planning Organization, I want to thank you for the work you do serving the State of Florida and as a representative of our planning area. As we enter this legislative session, we recognize the significant fiscal challenges being faced throughout the state and nation. These legislative positions were developed with consideration to the reduced availability of revenues needed to manage an efficient and resilient transportation system. We look forward to working with you to tackle challenging transportation issues and to provide the support you may need during the 2021 Legislative Session.”

*River to Sea TPO Chairperson, Jason McGuirk*

# 2021 Legislative Positions

*Adopted by River to Sea TPO Board 1-27-2021*

- **Maintain transportation funding levels & expand funding flexibility**
- **Improve transportation safety by discouraging the use of handheld devices while driving & improving pedestrian and bicycling safety**
- **Increase the efficiency of existing transportation systems by maximizing the deployment of advanced transportation technologies**

Thank you for considering the legislative positions established by the River to Sea TPO. As these positions were developed, consideration was given to the positions established by organizations throughout the state of Florida including the Florida Association of Counties (FAC), the Florida League of Cities (FLC), Florida Public Transit Association (FPTA) and the Metropolitan Planning Organization Advisory Council (MPOAC). We value our relationship with these organizations and appreciate the support and leadership they provide.

*River to Sea TPO Legislative Issues Subcommittee*

## Transportation Priority -- Funding

The River to Sea TPO supports legislation that *preserves transportation funding and provides greater flexibility of funding* to support the safety, efficiency and preservation of the transportation system.

### Background

Transportation revenue is collected to support the preservation and development of a safe and efficient transportation system. State revenue is derived from a variety of sources, and the primary resource, the State Comprehensive Enhanced Transportation System tax is indexed for inflation. Transportation revenues overall, however, are not keeping pace with increased costs and demand. Compounding the shortfall is a reduction in revenue estimates of almost \$1.5 billion over the next 5-year period resulting from reduced driving associated with COVID-19. Actions supported by the River to Sea TPO include:

- **Identify and Implement New Revenue Sources Needed to Maintain the Transportation System**

While we recognize the benefits of autonomous vehicles (AV) and alternative fuel vehicles (AFV) in improving transportation efficiency, safety, and air quality, we also understand the potential impacts on fuel sales throughout the state of Florida. Recent estimates made by FDOT show that the increased adoption of AFVs and AVs will result in net revenue losses to the state of 16% in 2040 (moderate scenario). The River to Sea TPO supports implementation of vehicle registration fees, electric charging station surcharges or mileage-based fees that ensure equity among all road users contributing to the maintenance and preservation of the existing system.

- **Indexing Local Option Fuel Taxes to Keep Pace with Inflation**

Revenue studies completed in Florida by the Metropolitan Planning Organization Advisory Council (MPOAC) and the Florida Transportation Commission (FTC) have shown that transportation revenues are not keeping pace with increased costs over time. The River to Sea TPO supports efforts to index city/county fuel taxes.

- **Stabilize Funding Levels for the Transportation Regional Incentive Program (TRIP)**

TRIP funding promotes regional transportation planning and project development and has been used to fund important infrastructure improvements. The program is funded primarily through Documentary Stamp proceeds and the allocations have varied significantly in recent years from a low of \$11 million in 2016 to approximately \$157 million in 2014. The R2CTPO supports stable and consistent funding through TRIP.

- **Allow Strategic Intermodal System (SIS) and State Transportation Trust Fund (STTF) Dollars to be Used on Local Road Improvements that are Needed to Support the SIS or State Facility**

State law limits the allocation of SIS funds and STTF funds to use on those systems. However, there are occasions where the most effective solution to managing congestion on an SIS or state facility is to improve local arterial, collector and distributor roads. The River to Sea TPO supports increasing flexibility of SIS and STTF funds to be used “off-system” when transportation analysis recommends improvements on supporting roads that enhance freight, safety, emergency management, travel time reliability and congestion.

### Benefit

Efficient transportation systems are necessary to support a strong economy. Inadequate funding to support capital projects as well as operations and maintenance will lead to increased congestion and degradation of vital infrastructure. Increased traffic congestion has negative economic and environmental impacts.

## Transportation Priority -- Safety

The River to Sea TPO supports legislation that improves transportation safety.

### Background

These items are intended to support safety initiatives in the State of Florida as well as the national emphasis on transportation safety improvements outlined in the Fixing America's Surface Transportation (FAST) Act.

#### **Improve Pedestrian and Bicycle Safety**

Florida consistently ranks at or near the top of the nation in pedestrian and bicycle injuries and fatalities. Increasing safety and reducing these rates requires education, engineering and law enforcement efforts. The River to Sea TPO supports:

- enhanced funding for educational programs that show positive results;
- strengthening existing pedestrian and bicycle safety laws;
- increasing performance driven funding for projects that address unsafe conditions; and
- the installation of pedestrian crossing traffic control devices (beacons) in areas with documented safety concerns.

The 2019 Dangerous by Design report listed the Deltona-Daytona Beach-Ormond Beach Metropolitan Area as the second most dangerous metropolitan area in the nation. Florida DOT is using the Alert Today, Alive Tomorrow program along with changes in design standards to drive down pedestrian fatalities and injuries throughout the state. Though not in the top 10, Flagler County has also recorded bicycle and pedestrian crashes, which may be addressed through proactive efforts involving evaluation, education, engineering and enforcement.

#### **Prohibit the Use of Handheld Electronic Devices While Driving**

The "Wireless Communications While Driving" law passed by the legislature in 2018 that made texting while driving a primary offense. The law was further expanded in 2019 to ban handheld devices for drivers operating a vehicle in school and work zones. The River to Sea TPO supports legislation that would improve roadway safety by prohibiting the use of handheld electronic devices while driving.

Recent crash analyses completed by the River to Sea TPO shows that crashes resulting from distracted driving occur at a higher rate than other crash types. While further research is needed to determine the role of handheld devices in these crashes, other industry research has linked these devices to increases in vehicle crashes.

### Benefit

Transportation safety is critical for residents and for the thousands of visitors who choose to vacation here. Changes in Florida law along with other crash reduction efforts improve quality of life and support economic development.



## Transportation Priority -- Advancing Technology

The River to Sea TPO supports legislation that increases the efficiency of existing transportation systems by maximizing the deployment of advanced transportation technologies.

### Background

Transportation technologies are advancing in ways that will transform the industry and, potentially, how people and goods will move in and between our metropolitan areas. Transportation Network Companies (TNC's) such as Uber and Lyft, automated and connected vehicles, advanced transit systems, advanced traffic signals, and drone delivery as well as technologies not yet developed, provide tremendous opportunities to improve the efficiency and safety of travel.

The River to Sea TPO supports and encourages the Florida legislature to continue establishing state laws and funding mechanisms support the development and implementation of these technological advances. Potential actions include:

- Increased infrastructure funding for projects that advance Automated, Connected, Electric and Shared (ACES) technologies.
- Increased funding and technical assistance to support the planning and implementation of Smart Cities, automated vehicle pilot projects and other technology innovations.
- Establishing laws that address the malicious and intentional interference of the proper functioning of transportation vehicles and systems.
- Continued promotion of interoperable and multi-modal smartcard technology that is compatible, universal and accessible for use by all other smartcard technology systems.
- Legislative support and funding for the regulation and infrastructure modifications needed to safely and effectively manage the expansion of micro-mobility devices.
- Requiring public Electric Vehicle Support Equipment (EVSE) to be open to all users regardless of membership to a specific charging network

### Benefit

Advanced technologies in transportation will transform our communities and our economies. These technologies have the potential to dramatically improve safety and efficiency of our existing transportation infrastructure. They also offer improvements in air quality, mobility for transportation disadvantaged people, and quality of life advantages. Cities and states that are proactive in the deployment of transportation technology will be better positioned for success and economic stability in the future.

### The River to Sea TPO also supports legislation that:

- Protects the State Transportation Trust Fund (STTF) and the Transportation Disadvantaged Trust Fund from efforts to reduce or divert funds.
- Offers incentives for employers that reduce peak-hour demand by allowing off-peak commuting and telecommuting options to employees.
- Increases MPO/TPO involvement in growth management, mobility planning and visioning activities to promote a stronger linkage between land-use, transportation and economic development.
- Increases the percentage of the state transportation capacity program allocated to non-SIS highways and transit programs in order to improve mobility on regional and metropolitan area transportation facilities.
- Requires TPO concurrence for public-private partnership agreements related to the lease or sale of transportation facilities that are publicly owned and operated within metropolitan areas and any subsequent modifications to such agreements.
- Provides mandatory funding for driver education programs in high schools.
- Changes the Consultants' Competitive Negotiation Act (CCNA) to allow agencies to introduce a "best-value" option that considers cost as a factor when selecting a firm.

### The River to Sea TPO will monitor legislation that:

- Authorizes counties to form a regional transportation finance authority for the purpose of financing, constructing, maintaining and operating transportation projects that are consistent with MPO plans.
- Proposes to establish Tax Increment Financing (TIF) districts associated with expressway or passenger rail corridors for the purposes of financing the debt issued to pay for the project.
- Promotes the continued development and expansion of bus and rail transit as well as efforts to accommodate the growing demand for alternative mobility vehicles (low-speed vehicles, electric vehicles and golf carts).
- Imposes restrictions on Metropolitan Planning Organization (MPO) governing board membership, voting, and/or terms of service.

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**V. ACTION ITEMS**

**D. REVIEW AND APPROVAL OF VOTRAN'S PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)**

**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 ARE 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.

PTASPs are not required for either SunRail or Flagler County Public Transportation. On May 19, 2020, the Volusia County Council approved Votran's Public Transportation Agency Safety Plan (PTASP). The R2CTPO will be using the transit safety targets in Votran's PTASP for the metropolitan planning area. A link to Votran's PTASP can be found here:

<https://www.r2ctpo.org/wp-content/uploads/2020-update-ptasp-sms.docx>

***ACTION REQUESTED:***

***MOTION TO APPROVE VOTRAN'S PUBLIC TRANSPORTATION AGENCY SAFETY PLAN (PTASP)***

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**A. PRESENTATION AND DISCUSSION OF THE TENTATIVE WORK PROGRAM PROPOSED BY FDOT**

**Background Information:**

Each year, FDOT develops the Five-Year Work Program in accordance with Section 339.135, Florida Statutes. The Five-Year Work Program is an ongoing process that is used to forecast the funds available and allocate those to transportation system improvements over a five-year period.

The development of this Work Program involves coordination with local governments, including Metropolitan Planning Organizations and other city and county officials. In urbanized areas, Metropolitan Planning Organizations (MPOs) have the responsibility to develop transportation plans and prioritize transportation needs. In non-metropolitan areas, county commissions establish priorities. FDOT implements the transportation improvements identified by the TPOs and local governments. During the process, new projects are added and existing projects may be advanced or deferred based on the updated financial forecast. As a new fifth year is added to the cycle, the current year drops out of the plan and a new Five-Year Work Program is introduced.

Public hearings are held in each of the seven transportation districts, including a week-long online public hearing, and a statewide public hearing is held by the Florida Transportation Commission. The Florida Transportation Commission then performs an in-depth review of the Work Program and presents the results to the Executive Office of the Governor.

FDOT Staff will present the Tentative Five-Year Work Program specific to the River to Sea TPO planning area. The presentation can be accessed through the following link:

<https://www.r2ctpo.org/wp-content/uploads/2021-FDOT-Tentative-WP-TPO-Board-Presentation-01.27.2021.pdf>

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***



**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

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

**Background Information:**

The Federal Highway Administration (FHWA) issued final rules on the transportation performance measures required for the State Departments of Transportation (DOTs) and Metropolitan/Transportation Planning Organizations (M/TPOs). The final rule requires targets to be set 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

TPO staff will discuss and present the data used to update the safety targets.

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***

# The River to Sea TPO

## Transportation Performance Measures

*Establishment of 2021 Safety Targets*

January 27, 2021

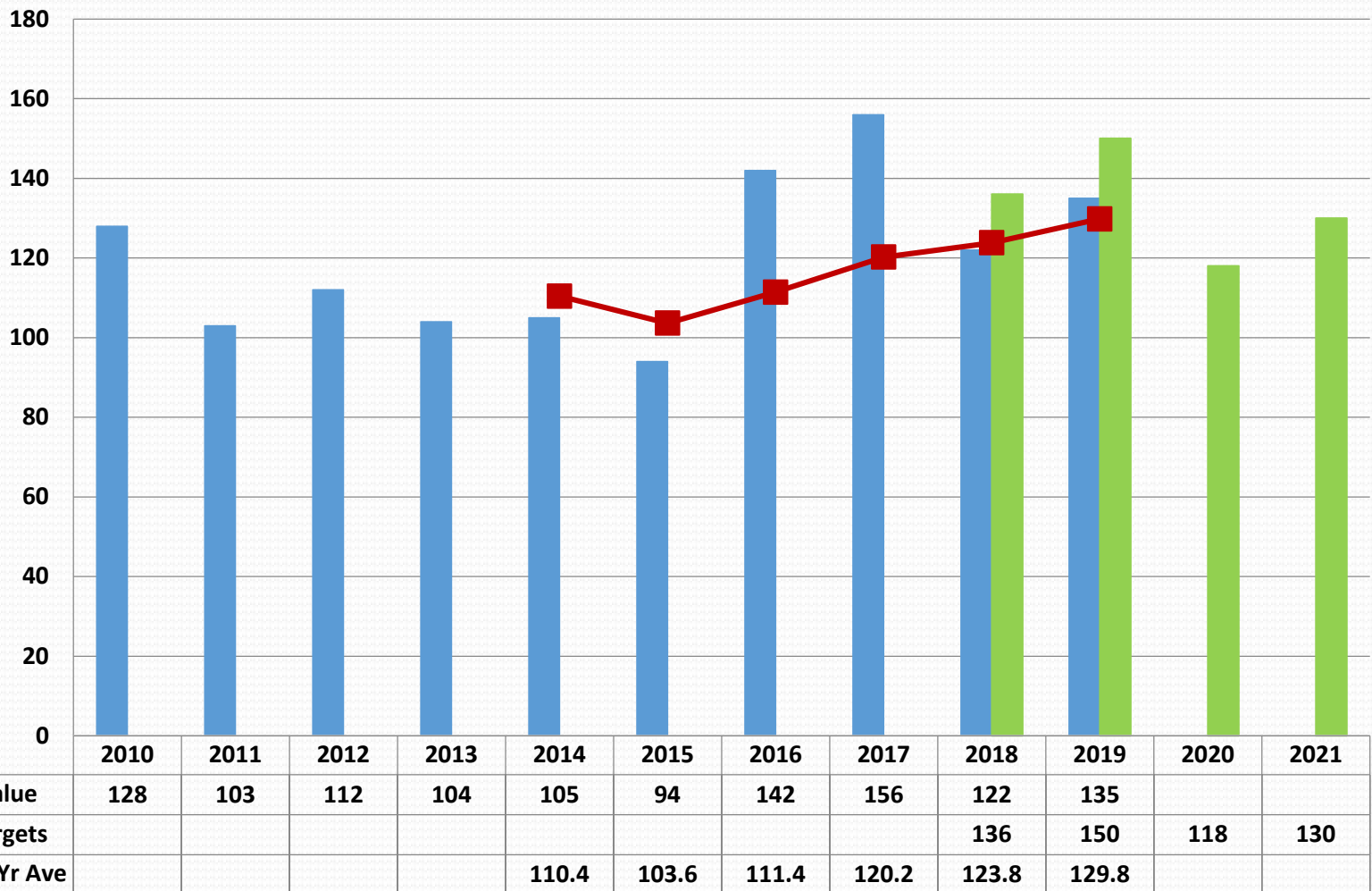
# Safety Performance Measures

- 2017 - Review of Crash Statistics
- 2018 – Detailed Crash Analysis
  - Review of Highest 20 Crash Locations
- 2019 – Adopt Community Safety Action Plan
  - Identified Implementable Actions

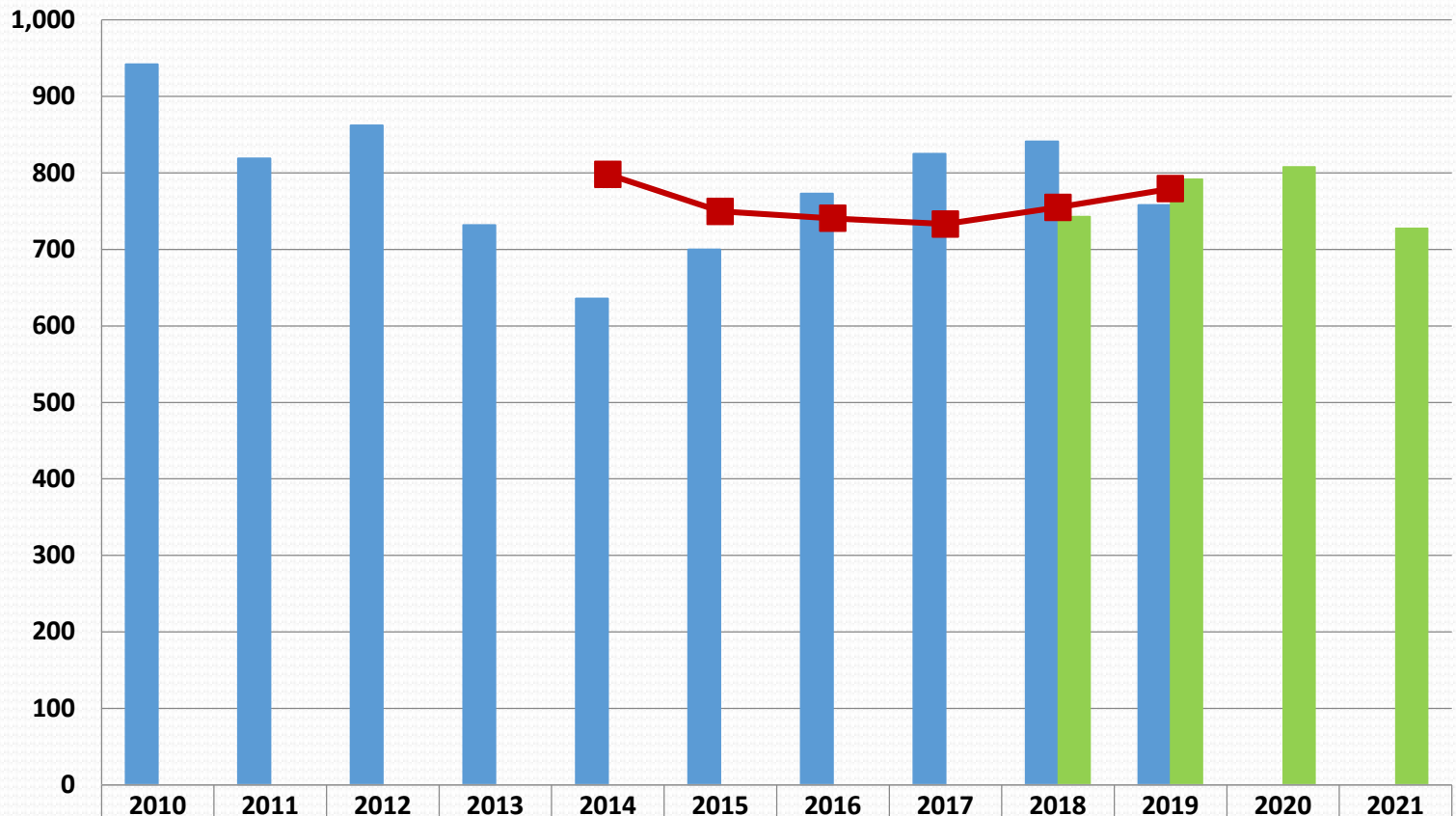
# Safety Performance Measures

- Number of Fatalities
- Number of Serious Injuries
- Rate of Fatalities per 100 Million VMT
- Rate of Serious Injuries per 100 Million VMT
- Number of Non Motorized Fatalities and Serious Injuries

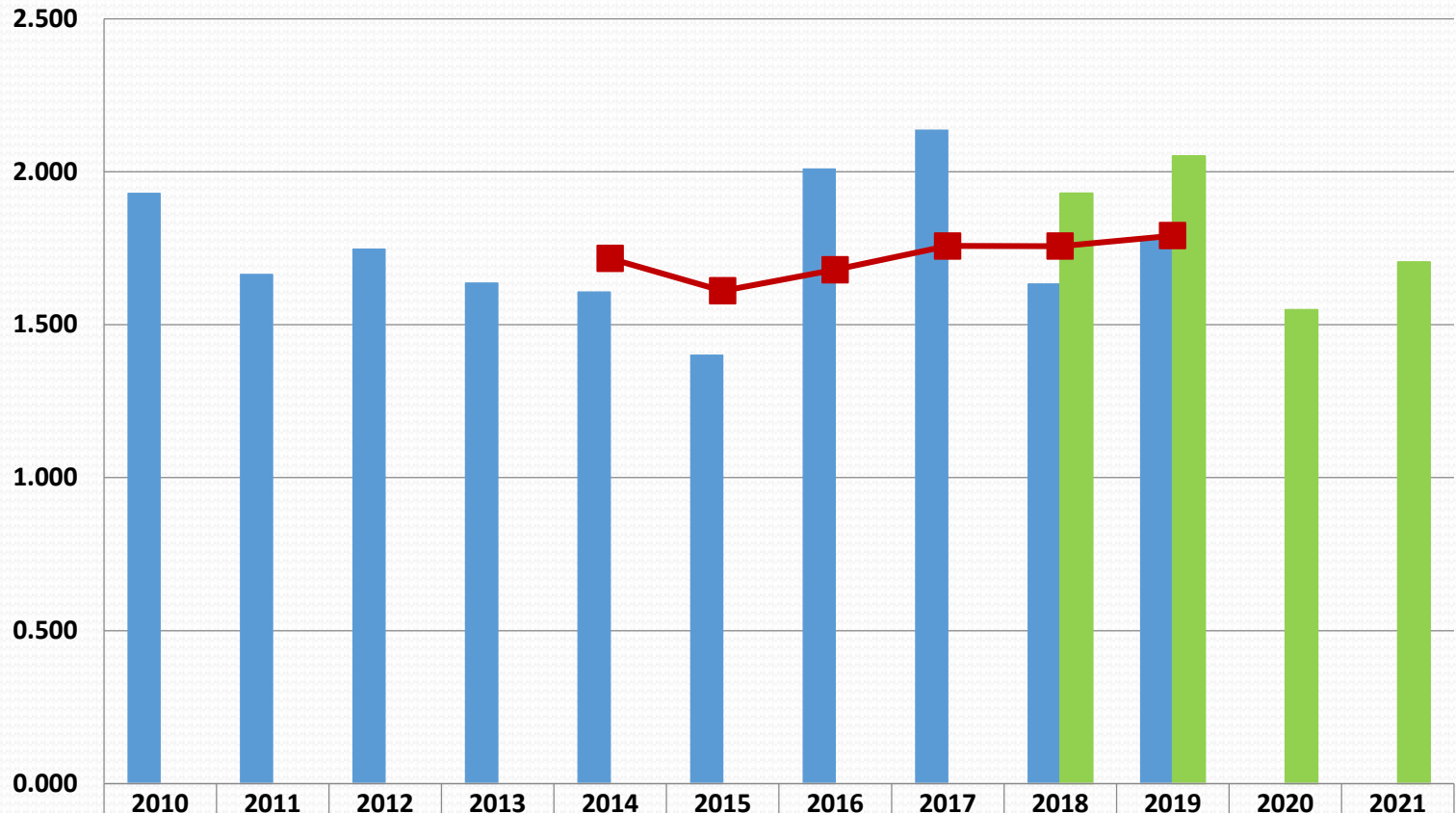
# Number of Fatalities



# Number of Serious Injuries

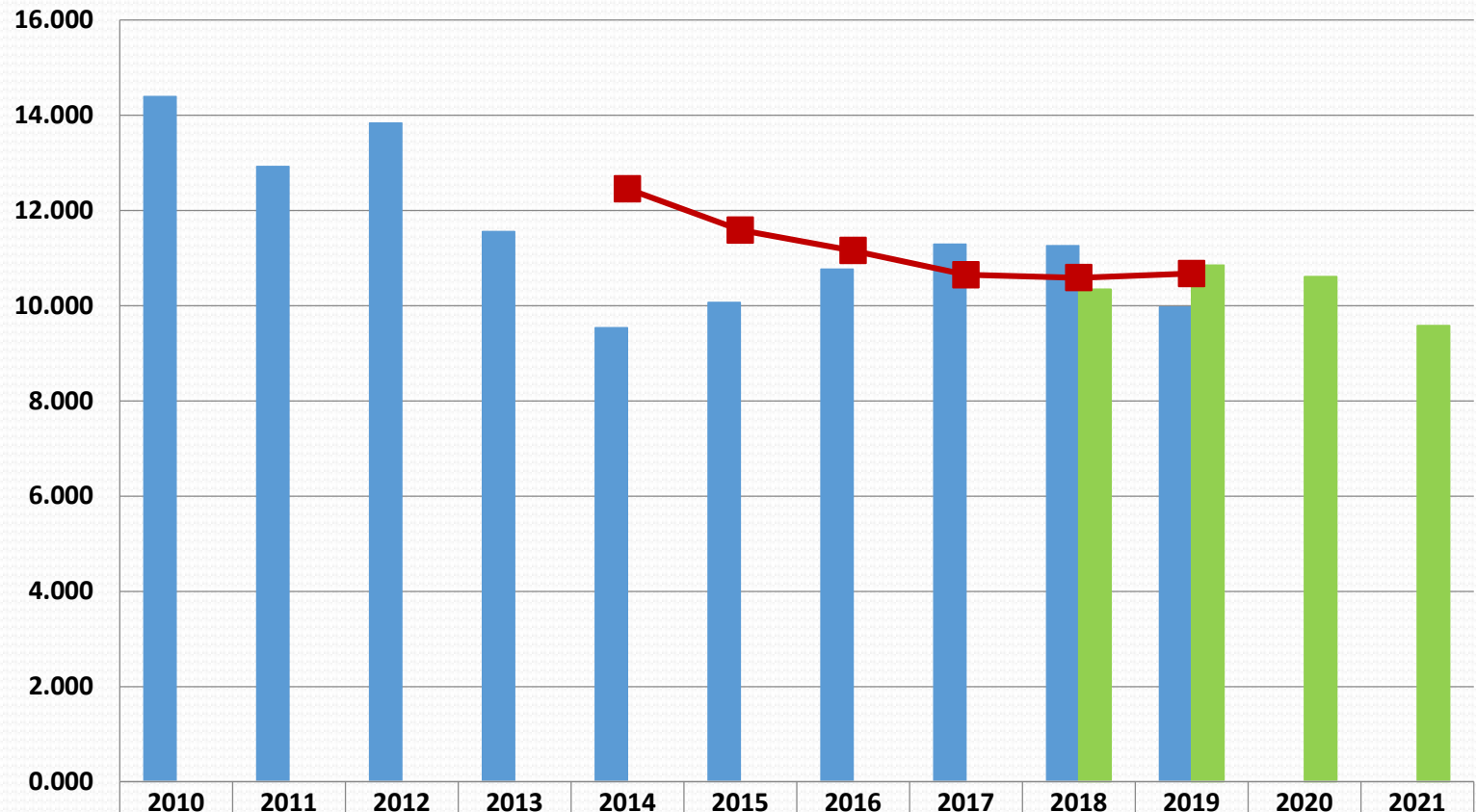


# Fatality Rate



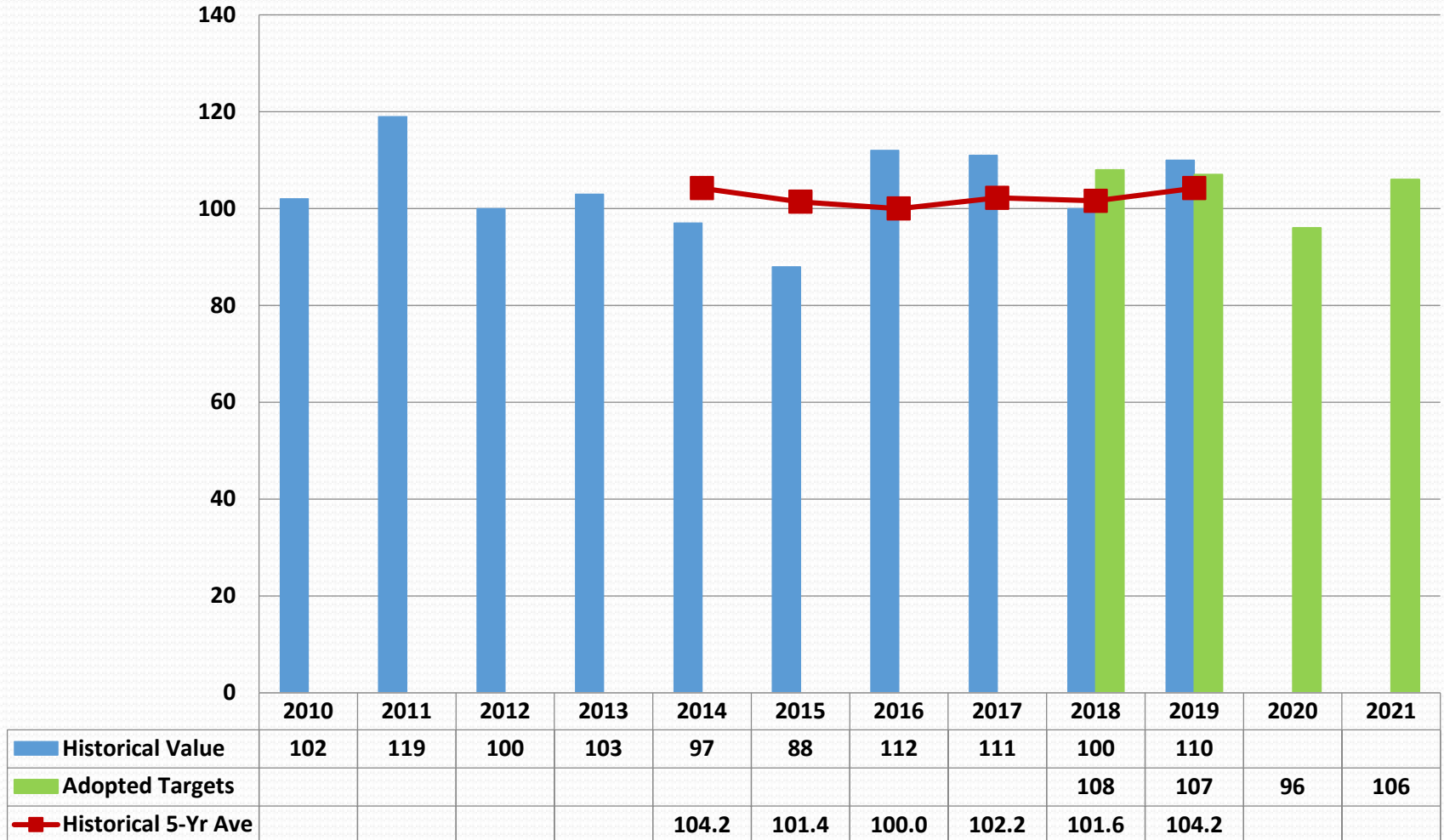
	2010	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021
Historical Value	1.929	1.664	1.747	1.636	1.607	1.400	2.009	2.136	1.633	1.776		
Adopted Targets									1.929	2.051	1.549	1.705
Historical 5-Yr Ave					1.717	1.611	1.680	1.758	1.757	1.791		

# Serious Injury Rate





# Non-Motorized Fatalities & Serious Injuries



# R2CTPO 2021 Targets

- FDOT - Target of Vision Zero
- R2CTPO - Adopt Independent Targets
  - 2018, 2019, and 2020 - Based on Two Percent Annual Reduction for Each Safety Performance Measure

# Where Do We Go From Here?

- Adopt 2021 Safety Targets in February
- Develop a Report of Activities that Support the Adopted Targets
- Implement Community Safety Action Plan
- Continue to Program Projects that Address Safety
- Develop Heat Maps to Identify Safety Hot Spots
- Partnerships to Develop Awareness Campaigns

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**C. PRESENTATION AND DISCUSSION OF PROPOSED AMENDMENTS TO THE FY 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP)**

**Background Information:**

The TPO's transportation planning activities are funded in large part through federal grants. These federally-funded transportation planning activities must be identified and approved by the Federal Highway Administration (FHWA), the Federal Transit Administration (FTA) and the Florida Department of Transportation (FDOT) in advance. The activities, products and budgeted funds are documented in the TPO's Unified Planning Work Program (UPWP).

The current UPWP became effective July 1, 2020 and the document outlines the annual activities and funding for the TPO over a two-year period.

Because the UPWP is developed well before the fiscal year begins, TPO staff typically reviews the UPWP mid-year and proposes updates as may be needed to ensure funding is allocated properly to support scheduled activities. In this case, the effects of COVID-19 had not been anticipated and proposed changes, in part, are reflected in the recommendations. In addition, to manage budget shortfalls, FDOT has decided to use Toll Revenue Credits as a match for FTA planning funds rather than providing a cash match.

TPO staff will discuss the amendments being proposed to the FY 2020/21 and 2021/22 UPWP.

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***

## Proposed Changes to Year 1 of the FY 2020/21 & 2021/22 Unified Planning Work Program (UPWP)

		Staff	Materials	Consultant	Change Proposed	Action
1.01	General Administration & Program Support	\$260,719	\$211,664		Materials: increase \$\$ for legal services, reduce \$\$ for items not needed at present	Reduce Materials by \$15k
1.02	Information Technology & Website Support	\$8,262	\$10,428	\$28,560	Materials: increase funding for capital outlay due to unexpected equipment replacement	Add \$5k (capital outlay)
1.03	Public Information	\$49,918	\$17,750			
2.01	Program Development (UPWP)	\$36,821			Staff: reduce funding not drawn down	Reduce Staff funding by \$5k
2.02	TIP Development	\$29,808	\$11,400			
2.03	Transportation Data Information Management	<b>\$43,230</b>			Staff: reduce funding not drawn down	Reduce Staff funding by \$30k
2.04	State & Regional Planning and Coordination	\$33,633		\$5,000		
2.05	ITS/Traffic Operations/Safety Feasibility Studies	\$10,181		\$130,149		
2.06	General Planning Studies & Initiatives	\$86,225		\$31,033	Staff: reduce funding not drawn down	Reduce Staff funding by \$5k Increase consultant funds by \$60k
2.07	2045 Long Range Transportation Plan (LRTP)	\$26,728		\$75,265		
2.08	Community Safety-Related Program	\$39,394	\$10,500		Staff: reduce funding not drawn down	Reduce Staff funding by \$10k
3.01	Bicycle/Pedestrian Planning and Implementation	\$50,776				
3.02	Bicycle/Pedestrian Project Feasibility Studies	\$6,298		\$126,299		
4.01	Transit Related Activities & TD	\$59,613		\$49,180	Staff: reduce funding not drawn down	Reduce Staff funding by \$10k Increase consultant funds by \$10k

<b>General Planning Consultant Funds Available</b>	\$31,033
Less cost of safety data work	<u>-\$3,600</u>
Subtotal	\$27,433
Plus proposed funding to be added	\$50,000
<b>Overhead funding can be reduced and free up \$10k</b>	<u>\$10,000</u>
<b>TOTAL</b>	<b>\$87,433</b>
<i>Funding will support development of the Congestion Management Process (CMP) &amp; Performance Measures Report</i>	

<b>Transit Planning Consultant Funds Available</b>	\$49,180
Proposed funding to be added	\$10,000
Funds available from FY 2019 Grant	\$50,000
Funds available from FY 2020 Grant	<u>\$42,000</u>
<b>TOTAL</b>	<b>\$151,180</b>
<i>Votran Transit Development Plan</i>	\$60,000
<i>Volusia/Flagler Paratransit Analysis</i>	\$53,200
<i>Flagler Transit Development Plan</i>	\$25,000

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**D. PRESENTATION AND DISCUSSION OF MID-FLORIDA TRANSPORTATION SYSTEMS  
MANAGEMENT & OPERATIONS (TSM&O) COALITION**

**Background Information:**

Transportation Systems Management and Operations (TSM&O) has become an emerging discipline in transportation planning and provides an effective alternative for mitigating the adverse effects of traffic congestion caused by crashes, special events, theme park events and weather. TSM&O includes both projects and strategies that use technology and real-time operational procedures that, when integrated, enhance the safety and efficiency of our transportation system. A few examples include: Work Zone Management; Traffic Incident Management; Special Event Management; Transit Management; and Traffic Signal Coordination.

The Mid/Central Florida Corridor Coalition has been formed to coordinate and advance deployment of Transportation Systems Management & Operations (TSMO) among Metropolitan/Transportation Planning Organizations (M/TPO's) throughout the region. Participating agencies in this effort include: MetroPlan Orlando, Pinellas County MPO (dba Forward Pinellas), Hillsborough MPO, Pasco County MPO, Polk County TPO, River-to-Sea TPO, Sarasota/Manatee MPO, and Space Coast TPO.

The coordination effort is being led by planning staff from Metroplan Orlando using grant funds from the State Transportation Innovation Council (STIC) Incentive Program. No additional financial commitments are requested or made by the partnering agencies. A Memorandum of Understanding (MOU) has been drafted to outline the expected coordination and responsibilities of the year long, coordination effort. In addition, the Work Plan (as identified on page 3 of the MOU) is being developed based on the original grant proposal and partner input. Participants representing the River to Sea TPO will include one member of staff and one member of the TPO Board.

The draft MOU and Work Plan are presented for your review and comment. The partner agencies are expected to meet in January to finalize these documents for execution. Final drafts will be presented to the TPO Board for approval in February.

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***

## **MID/CENTRAL FLORIDA CORRIDOR COALITION MEMORANDUM OF UNDERSTANDING**

Between

MetroPlan Orlando, Pinellas County MPO (dba Forward Pinellas), Hillsborough MPO, Pasco County MPO, Polk County TPO, Sarasota/Manatee MPO, Space Coast TPO, and River-to-Sea TPO

THIS MEMORANDUM OF UNDERSTANDING (MOU), dated the \_\_\_\_ day of \_\_\_\_\_, 20\_\_, by and between MetroPlan Orlando, and Forward Pinellas, Hillsborough MPO, Pasco County MPO, Polk County TPO, Sarasota/Manatee MPO, Space Coast TPO, and River-to-Sea TPO, all metropolitan planning agencies created by separate interlocal agreement and all operating pursuant to Section 339.175, Florida Statutes (hereafter referred to as the “the M/TPOs”)

### **RECITALS:**

**WHEREAS**, this MOU is for the purpose facilitating facilitate cooperation and coordination of the Mid/Central Florida I-4 Corridor Coalition (Regional Transportation Systems Management & Operations (TSMO) Program in Central Florida; and

**WHEREAS**, TSMO is the application of multimodal transportation strategies and technologies intended to maximize the efficiency, safety, and utility of the existing transportation network; and

**WHEREAS**, TSMO it includes a set of projects and strategies that use technology and real-time operational procedures, that when integrated at the state, regional and local levels, enhances the movement of people and goods, all with a positive impact on individual and national economic prosperity.

**WHEREAS**, strategies, services or projects that have proven effective include:

- Work Zone Management;
- Traffic Incident Management;
- Special Event Management;
- Transit Management;
- Traffic Signal Coordination;
- Congestion Pricing; Active Transportation and Demand Management; and
- Integrated Corridor Management

**WHEREAS**, the application of Information and Communication Technologies (ICT) to manage and operate transportation systems will expand and evolve as more innovative solutions appear in transportation operations and planning, including connected and autonomous vehicles; and

**WHEREAS**, for transportation systems in the 21<sup>st</sup> Century, M/TPOs will need to advance, further, and increase their capacity in this area through workforce development and understanding of TSMO applications to improve the safety, efficiency and performance of a transportation system; and

**WHEREAS**, since the M/TPOs provide support for and planning of individual TSMO programs at varying levels of maturity, and a means of establishing a regional cooperative approach to TSMO may facilitate regional mobility across planning boundaries in the I-4 Corridor; and

**WHEREAS**, a knowledge transfer opportunity exists in creating an innovative relationship among the M/TPOs to plan, fund and collaborate on TSMO strategies in *Mid/Central Florida*.

**WHEREAS**, the M/TPOs each have by virtue of their creating interlocal agreements, Section 163.01(14), Florida Statutes, and Section 339.175(6)(j)1., Florida Statutes, the power to execute and implement an agreement or MOU for regional cooperation with regard to TSMO; and

**WHEREAS**, Section 339.175(6)(j)1., Florida Statutes, provides that:

(j)1. The Legislature finds that the state's rapid growth in recent decades has caused many urbanized areas subject to M.P.O. jurisdiction to become contiguous to each other. As a result, various transportation projects may cross from the jurisdiction of one M.P.O. into the jurisdiction of another M.P.O. To more fully accomplish the purposes for which M.P.O.'s have been mandated, M.P.O.'s shall develop coordination mechanisms with one another to expand and improve transportation within the state. The appropriate method of coordination between M.P.O.'s shall vary depending upon the project involved and given local and regional needs. Consequently, it is appropriate to set forth a flexible methodology that can be used by M.P.O.'s to coordinate with other M.P.O.'s and appropriate political subdivisions as circumstances demand; and

**WHEREAS**, the M/TPOs have determined that this MOU is a flexible method of coordination for a transportation project, namely the *Mid/Central Florida Corridor Coalition*,

**NOW, THEREFORE**, in consideration of the covenants herein to the other and of the mutual benefits to be realized by the parties hereto, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the parties hereto agree as follows:



**SECTION 1. Recitals.** Each and all of the above recitals (“WHEREAS”) are hereby incorporated herein.

**SECTION 2. Process.**

(a) MetroPlan Orlando has been active in collaborating with its partners to advance TSMO strategies for several years by: establishing TSMO as a business unit; enriching staff’s abilities to integrate TSMO alternatives investments; maintaining a formal TSMO Advisory Committee represented by planners and traffic engineers in the planning area; allocating resources to deploy projects in MetroPlan Orlando’s Transportation Improvement Program (TIP); mainstreaming TSMO in the transportation planning process; and cultivating local, state and federal “Champions”.

(b) As the agency initiating this process, MetroPlan Orlando proposes to advance their TSMO planning activities as described below.

1. A Work Plan, attached as Exhibit “A” to this MOU and incorporated herein by this reference into this MOU, provides a high-level description of the activities for the first year of this Program, terminating on December 31, 2021. The Work Plan will be modified, as needed, to suit each of the M/TPOs that is a ~~are~~ party to this MOU. The Work Plan will be used to monitor the activities and progress on performance of the Mid/Central Florida Corridor Coalition Regional Transportation Systems Management & Operations Program.

2. The parties to this MOU agree that each individual M/TPOs shall continue to have the authority to maintain autonomy to direct and to oversee their own TSMO activities, planning and strategies.

3. MetroPlan shall provide overall operational and administrative guidance for this program pursuant to this MOU. Technical and/or additional administrative support will be provided by existing staff from each respective M/TPOs. This MOU is not a commitment of funds by or to any M/TPO that is a party to this MOU on behalf of any other M/TPO that is a party to this MOU. When funding is needed by any M/TPO that is a party to this MOU to pursue an agreed upon project, program or activity within the spirit of this MOU, then the expectation and requirement is that the funding may be pursued by the one M/TPO only with the endorsement and support of an other M/TPO, only if such endorsement and support has been approved by the governing board of the other M/TPO. Additionally, this MOU does not commit any M/TPO to any project or financial obligation. The M/TPOs understand that any and all approvals of a project, program and activity must first be obtained by the governing board of each M/TPO that is going to participate in said project, program, or activity, prior to any funding and commitment to any project, program or activity.

**SECTION 3. The Director.** The Director of TSMO pursuant to this MOU shall be unilaterally appointed, suspended, or removed by MetroPlan Orlando as it shall choose. Upon resignation, suspension or removal of any person as the Director, MetroPlan Orlando shall provide notice within ten (10) days to the other M/TPOs that are a party to

this MOU. Thereafter, MetroPlan Orlando shall appoint a new person to serve as the Director and shall provide notice within ten (10) days to the other M/TPOs that are a party to this MOU. The initial Director pursuant to this MOU shall be Eric Hill.

#### **SECTION 4. Notice.**

(a) A notice or communication, under this MOU by one party, on the one hand, to other parties to this MOU shall be sufficiently given or delivered if dispatched by hand delivery, or by nationally recognized overnight courier (i.e. – Federal Express, United Parcel Services, electronic delivery, etc.) providing receipts, or by U.S. certified mail, postage prepaid, return receipt requested to:

Forward Pinellas  
310 Court Street  
Clearwater, FL 33756

Polk TPO  
330 W. Church Street  
Bartow, FL 33830

Hillsborough MPO  
601 E. Kennedy Blvd., 18th Floor  
P.O. Box 1110  
Tampa, FL 33602

River to Sea TPO  
2570 W International Speedway Blvd  
Ste. 120  
Daytona Beach, FL 32114-8145

MetroPlan Orlando  
250 S. Orange Ave. Suite 200  
Orlando, FL 32801

Sarasota/Manatee MPO  
8100 15th Street East  
Sarasota, FL 34243-3248

Pasco County MPO  
West Pasco Government Center  
8731 Citizen Drive, Suite 230  
New Port Richey, FL 34654

Space Coast TPO  
2725 Judge Fran Jamieson Way, #B  
Melbourne, FL 32940

(b) Notices; Addresses; Time. Any M/TPO that is a party to this MOU may unilaterally change its addressee or address by giving written notice thereof to the other M/TPOs but the change is not effective against another M/TPO until the change notice is actually received by the other M/TPO. Notice given by U.S. certified mail, return receipt requested, properly addressed and with postage fully prepaid, is deemed given when deposited in the United States mails within the continental United States, if the notice is thereafter delivered in due course at the address to which properly sent. Notice given by overnight courier, service prepaid, properly addressed is deemed given when deposited with the courier within the continental United States, if the notice is thereafter delivered in due course at the address to which properly sent. Notice given by manual delivery is deemed given only when actually received by the recipient.

(c) Relay of Official Notices and Communications. If any M/TPO that is a party to this MOU receives any notice from a governmental body or governmental officer that pertains to this MOU, or receives any notice of litigation or threatened litigation affecting the

MOU or a project, program, or activity being conducted pursuant to this MOU, the receiving party shall promptly send it (or a copy of it) to all other M/TPO parties to this MOU.

#### **SECTION 5. Governing Law; Interpretation; Severability; Attorneys Fees.**

(a) Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of Florida, without application of its conflict of law principles.

(b) Interpretation. All parties to this MOU have participated in the drafting of this MOU, and each party to this MOU has had an opportunity to avail itself of the advice of legal counsel. Consequently, no provision herein shall be more strictly enforced any party as the drafter of this MOU.

(c) Severability. Invalidation of any one of these covenants or restrictions or any part, clause or word hereof, or the application thereof in specific circumstances, by judgement, court order, or administrative hearing or order shall not affect any other provisions or applications in other circumstances, all of which shall remain in full force and effect.

(d) Attorneys' Fees. If any action or other proceeding is commenced to enforce or interpret any provision of this MOU, each party shall be responsible for their own attorneys' and paralegals' fees.

#### **SECTION 6. Term of MOU; Admission to or Withdrawal from MOU.**

(a) This MOU shall have an initial term of one (1) non-calendar year, from , 202x, to , 202x. This MOU shall automatically renew in each subsequent year, unless terminated at least sixty (60) days prior to any renewed term; provided, that in no event shall this MOU have a term beyond September 30, 2025. During 2025, the parties to this MOU may review, revise, and sign a new MOU, if so desired.

(b) Notwithstanding sub-section (a), any party may terminate its participation as a party to this MOU for its convenience at any time upon sixty (60) calendar days prior written notice to the other parties, without liability, penalty or obligation, including but not limited to financial commitments.

(c) Notwithstanding other provisions in this MOU, additional parties may be admitted as parties to this MOU by amendment to the MOU approved and executed by all parties then a party to this MOU.

#### **SECTION 7. Effective Date; Counterpart Signature Pages.**

(a) This MOU shall become effective on \_\_\_\_\_, 2020, and each party that has executed this MOU by said date shall be deemed a party to this MOU.

(b) This MOU may be executed in counterparts, each of which shall be

deemed an original. Any such counterparts shall constitute one and the same instrument. This MOU shall become effective only upon Effective Date and delivery of this Agreement by the parties hereto.

**IN WITNESS WHEREOF**, the parties hereto have caused this Memorandum of Understanding to be signed in their respective names by their authorized representatives, all duly attested to by their respective Agency Clerks.

Signed, sealed, and delivered in the presence of:

**METROPLAN ORLANDO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**FORWARD PINELLAS:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**HILLSBOROUGH MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**PASCO COUNTY MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**POLK COUNTY TPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**SARASOTA/MANATEE MPO:**

BY: \_\_\_\_\_

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

**SPACE COAST TPO:**

BY: \_\_\_\_\_

**RIVER TO SEA TPO:**

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

BY: \_\_\_\_\_  
—

TITLE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

TITLE: \_\_\_\_\_

Proposal to the  
Federal Highway Administration (FHWA)  
State Transportation Innovation Council (STIC) Incentive Program  
For  
I-4 Corridor Coalition  
Prepared by MetroPlan Orlando

## Description

This proposal is to develop an Interstate (I-4) Corridor Coalition as a multi-regional innovative planning effort to advance Transportation Systems Management and Operations (TSMO).

This corridor qualifies as a Megaregion according to the report, *Defining U.S. Megaregions* on the Federal Highway Administration (FHWA) website.<sup>1</sup> The Coalition is proposed between the following Stakeholders that have a significant role in implementing transportation planning in Central Florida. They include:

- Florida Department of Transportation
  - Central Office
  - District One
  - District Five
  - District Seven
  - Florida Turnpike Enterprise (FTE)
- MPOs/TPOs
  - MetroPlan Orlando
  - River To Sea
  - Space Coast
  - Polk
  - Hillsborough
  - Forward Pinellas
  - Sarasota-Manatee
  - Pasco

As a sub-recipient to the Florida Department of Transportation (FDOT) for the use of the State Transportation Innovation Council (STIC) Incentive Program funds, MetroPlan Orlando will coordinate the integration of multi-jurisdictional collaboration, planning and research of TSMO strategies into MPO/TPO practices and procedures; work with the other MPOs/TPOs in the I-4 Corridor to enhance the role of TSMO in meeting

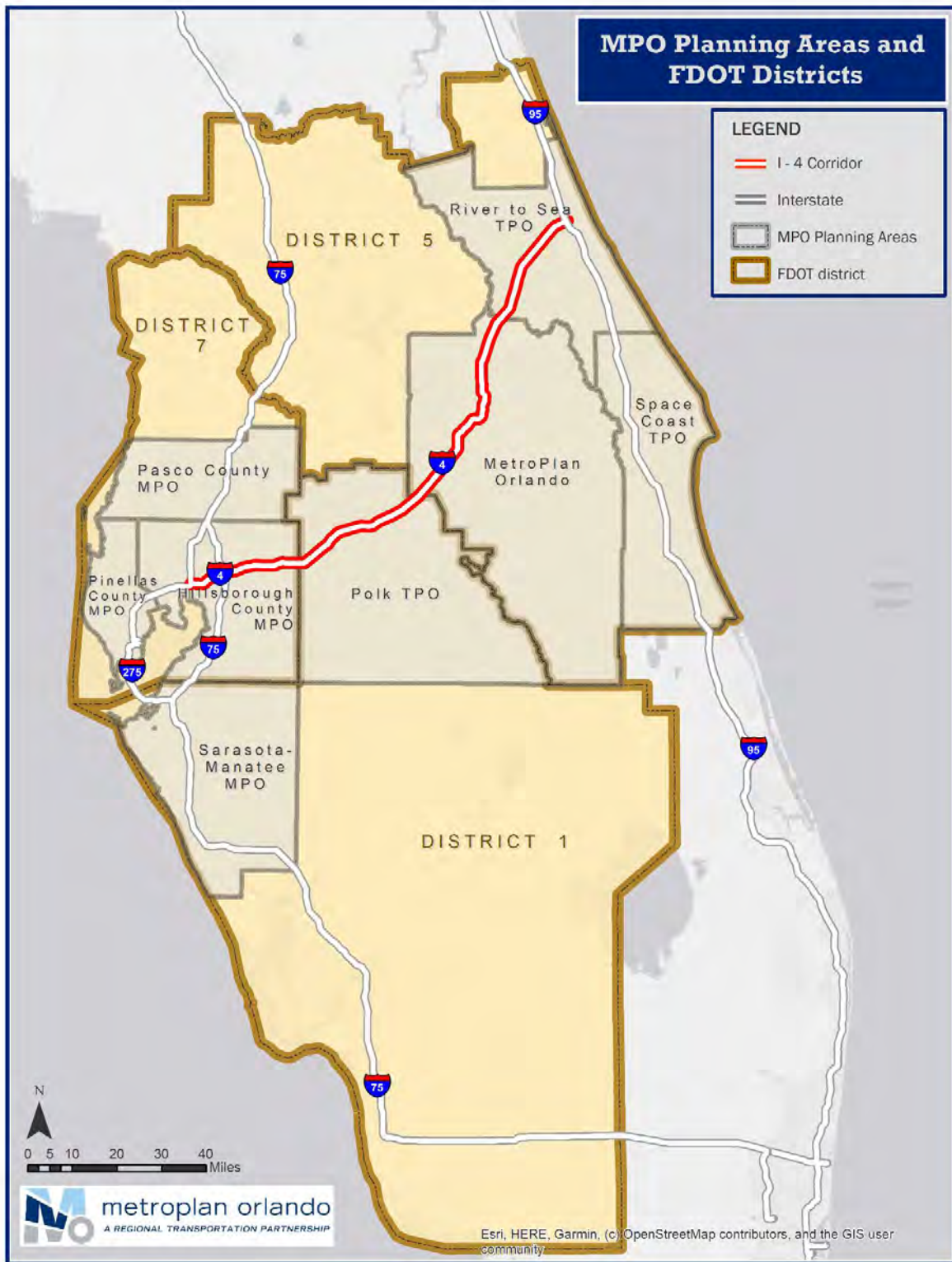
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<sup>1</sup> [https://www.fhwa.dot.gov/planning/megaregions/what\\_are/](https://www.fhwa.dot.gov/planning/megaregions/what_are/)

mobility demands and safety concerns; and provide assistance as needed to cultivate a culture at the MPOs to enable a methodology for supporting TSMO projects. It is anticipated the Coalition will showcase the benefits of exercising TSMO in a Mega-Region. Lastly, this concept will follow the framework used for establishing the I-75, I-81 and I-95 Corridor Coalitions for improving communication and coordination among the transportation partners. The focus will be the exchange of information to plan and guide mobility needs throughout the I-4 corridor using TSMO strategies.

A map of the planning agencies and FDOT Districts is provided in Figure 1 below.

Figure 1



Note: FDOT Central Office and FTE are not shown on map.



- Background

Residents, commuters and visitors traveling in the I-4 corridor are directly impacted by both daily and incident-related congestion on I-4 and surface roadways in the corridor. When incidents occur on I-4 blocking lanes, arterial roadways are flooded with cars and trucks trying to find a way around the delay. This by-passing traffic causes congestion, delay, safety and environmental problems within the corridor on parallel roads impacting local communities. Following are the key issues that require immediate attention:

1. Operational issues:

- One full closure every six (6) days
- Average of three (3) lane closing events per day

2. Safety issues:

- **Referred to as “most dangerous highway in America”** - ABC News, November 2017
  - Segment limits: west side of Tampa to I-4 Ultimate Improvement Project in Orlando
- Experiences an average of 17 fatal crashes per year

3. Economic issues:

- Florida experienced record tourism in 2018 with over 127 million visitors, most of whom visit in the Orlando and Tampa areas.
  - 4-Percent increase from 2017
- **Florida’s major tourism is along I-4** which includes theme parks and beach activities in Tampa, Orlando, Cocoa Beach, and Daytona Beach.

Transportation Systems Management and Operations has become a vital and emerging discipline in transportation planning and is an effective alternative for mitigating the adverse effects of traffic congestion caused by crashes, special events, theme park events and weather. This is a result of the application of information and communication technologies (ICT) to manage and operate transportation systems. With the rise of connected and autonomous vehicles, ICT applications will expand and evolve as more innovative solutions and strategies appear in transportation operations and planning. Moreover, for transportation systems in the 21<sup>st</sup> Century, MPOs will **need to further their capacity in this area through staff’s learned knowledge and** understanding of its applications to improve the safety, efficiency and performance of a transportation system.

As a three county MPO, MetroPlan Orlando has been active in championing TSMO strategies for several years. This has been accomplished by: establishing TSMO as a **business unit; enriching staff's abilities to integrate TSMO alternatives** into investment planning; maintaining a formal TSMO Committee represented by planners and traffic engineers in the planning area; incorporating projects in our Transportation Improvement Program (TIP); and mainstreaming TSMO in the transportation planning process. Additionally, we have been successful in educating our Stakeholders on TSMO applications and benefits and to developing advocates on our Policy Board and among our State and Federal Legislators.

While MetroPlan Orlando provides an illustration of the opportunities for advancing TSMO through the planning process, it has enabled the agency to collaborate on local and regional strategies through the TSMO Consortium that is maintained by FDOT District Five. It is envisioned that a similar collaborative process can be accomplished through the STIC grant in Central Florida and can help advance the state of TSMO planning and project implementation among participating MPOs/TPOs.

- Objective

A knowledge transfer opportunity exists in creating an innovative relationship between MPOs/TPOs and FDOT Districts 1, 5 and 7 to develop or enhance the application of TSMO strategies in Central Florida.

MetroPlan Orlando is proposing, through a cooperative agreement between the agencies that participate, to assign Eric Hill, Director of TSMO for MetroPlan Orlando to manage the work of the Coalition. Mr. Hill is nationally recognized for his achievements in bringing TSMO to the vanguard of transportation planning and has been a leader in a variety of efforts toward integrating TSMO in the State of Florida. He is currently serving as an expert on the Federal Highway Administration (FHWA) Office of Operations project, Mainstreaming TSMO. He also currently serves on the Technical Advisory Committee for the National Operations Center of Excellence (NOCOe).

It is anticipated that the structure in place at MetroPlan Orlando could serve as a model for the Stakeholder MPOs/TPOs to practice. Thus, potentially leading to the creation of TSMO business units and formal committees at each of the MPOs, or a working group among the MPOs/TPOs and FDOT Districts in the Coalition as determined by the respective agencies. It is anticipated that this will lead to TSMO alternative strategies for the corridor.

This effort fits together nicely with the established relationship between the Central Florida MPO Alliance and the Tampa Bay Area Chairs Coordinating Committee. It also enhances the work underway by the Central Florida Autonomous Vehicles Partnership and developments by the FDOT to improve connectivity between transportation

jurisdictions in the FDOT Districts 1, 5, 7 and FTE to manage traffic better using existing capacity and emerging technologies.

Significant or widespread interest in solving transportation-related problems by sharing information on research, planning, technology resources and lessons learned is key to developing a successful TSMO program. This has been a popular means for State DOTs, commercial entities, and FHWA program offices to avoid duplicative efforts and achieve common goals. Pooling planning resources reduces costs and results in the efficient use of taxpayer dollars.

Lastly, given recent conversations regarding revenue forecasts and challenges in delivering ambitious Strategic Intermodal System (SIS) projects, the STIC grant will foster projects that improve efficiencies within the corridor, thereby reducing the dependence upon costly infrastructure improvements.

- Resource Allocation

MetroPlan Orlando is fully committed to providing the resources to cover the salary and **overhead for Mr. Hill's proposed responsibilities under this arrangement and** match requirements.

#### End Product/Result

A significant amount of work is anticipated in the areas of research and analysis of TSMO strategies, culture, decision-making, and information management that will lead to the integration and mainstreaming of TSMO throughout MPOs/TPOs and local agencies. This will include development of a business case for mainstreaming TSMO, identification of key aspects of and factors in mainstreaming with examples of successful initiatives and research. These findings will be shared with the MPOs/TPOs, municipalities, counties, operating agencies both within and outside the Coalition through white papers, case studies, videos, outreach materials and webinars.

To better understand the dynamics involved with setting up and managing a Corridor Coalition, the STIC grant will be used to conduct a Peer Exchange including Stakeholders members and members of existing Corridor Coalitions. Peer exchanges have proven to be an effective and efficient forum to transfer knowledge across the transportation profession and generate innovative strategies to address complex challenges. Peer exchanges offer a unique opportunity to not only engage in discussion and share experiences and lessons learned, but also identify potential strategies and solutions for including advancing new research, connecting agencies with technical assistance, and other activities that foster collaboration and partnerships.

As stated earlier in the Background Section, these undertakings may include sharing of studies and resources, project planning, research, staff enrichment, and creating a **culture for TSMO such as promoting a “Champion” for TSMO among elected Stakeholders**. The Coalition will be developed through a Memorandum of Understanding, Interlocal Agreement or Partnerships Agreement between the agencies.

FDOT and MetroPlan Orlando staff will work with the MPO/TPO Directors and staff and conduct a literature review to best evaluate the performance of the Coalition. Effective performance should be based on outcomes over which the Coalition has control, such as information sharing and expansion of TSMO programs. Qualitative measures include the extent to which the Coalition helped to foster strong working relationships and increased communication between the FDOT, MPOs, counties and cities on TSMO activities.

Lastly, I-4 corridor is host to several event venues and attractions, e.g. March Madness, Pro Bowl, Spring Break, major college bowl games, Bike Week and Super Bowl. Widely accepted data show that events contribute to approximately five percent of traffic congestion on roadways. Thus, the corridor provides a living laboratory for TSMO strategies that can mitigate congestion caused by events and provide data to enhance the complete trips of guests and residents. Besides the work envisioned for the MPOs and FDOT, it is highly probable for additional research opportunities to blossom out of the Coalition’s potential partnership with the National Institute for Congestion Reduction (NICR) at CUTR. This could include developing a TSMO curriculum as part of the Engineering, Planning and Political Science Programs.

### Eligibility Requirements

A copy of the MetroPlan Orlando Cost Allocation Plan is provided in Appendix A. The Plan meets the requirements of Title 2 Code of Federal Regulations (CFR) part 200, including financial management standards and audits.

### Project Readiness

**This project is “shovel ready.” Staff assigned to this project will start work after notification of approval.**

### Reporting Requirement

MetroPlan Orlando will meet all reporting requirements of the Florida STIC and FHWA Division Office.

## Budget and Cost

A preliminary amount of STIC incentive funding requested and commitment of other funding for managing the Coalition is provided below in Table 1. The budget justification reflects staff labor and expenses for 12 months.

Table 1  
Preliminary Budget and Cost

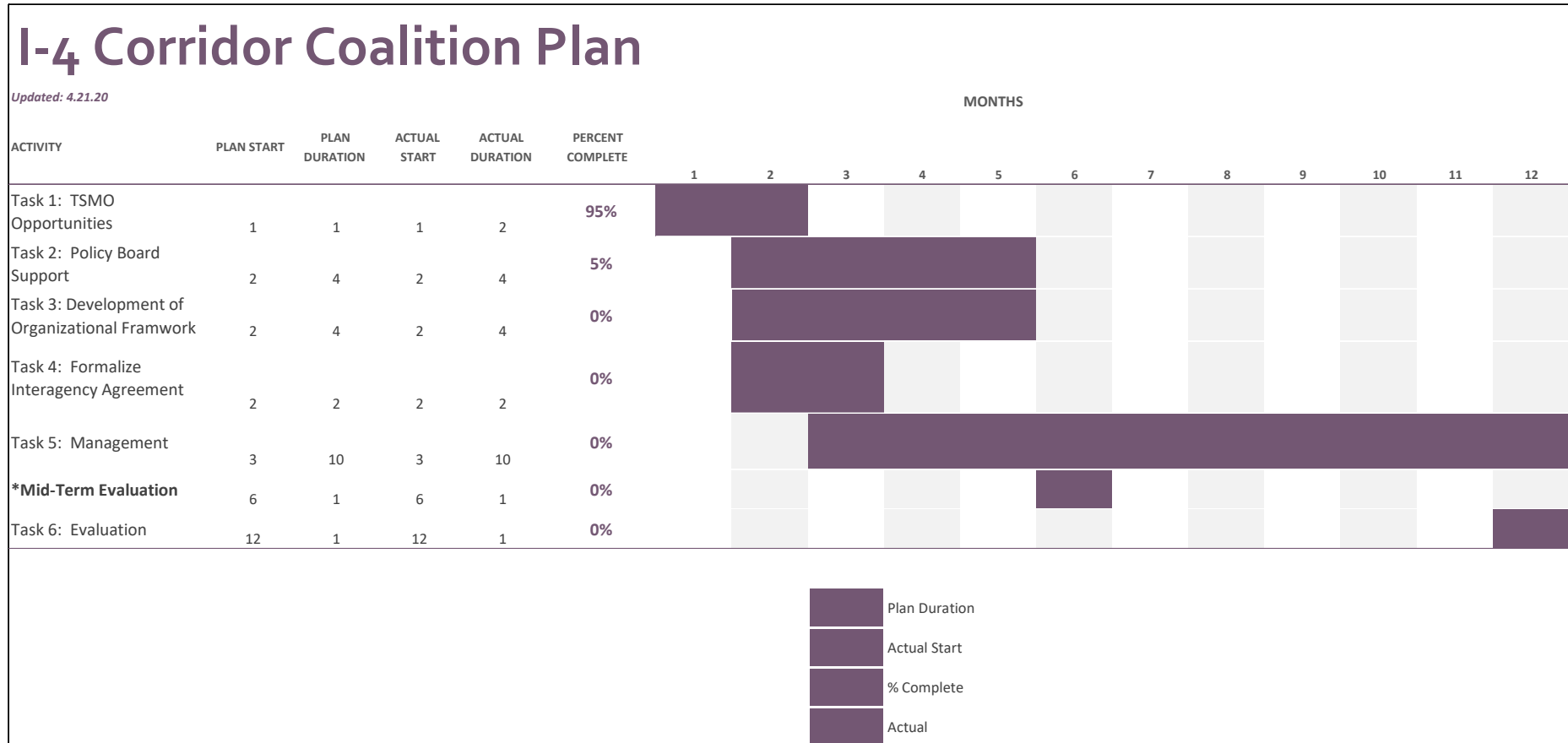
Project Name	Multi-Jurisdictional Approach to Transportation Systems Management and Operations (TSMO) Planning
MetroPlan Orlando Project Cost (FY 2019-FY 2021)	\$ 25,000
<i>Commitment of other Funds</i>	\$ TBD
STIC Funds	\$ 100,000
Total Federal Funding	\$ 100,000
% Match Request	20%

A work plan, including Tasks and project schedule are provided below in Table 2 and Figure 2. It provides a high-level description of the activities for the first year of the Coalition Plan. The activities in the Plan will be modified, as needed, to suit each of the MPOs under the agreement of the Coalition Plan. It will be used by staff to monitor the activities and progress on performance of the Plan. Lastly, it shows the Tasks, Action Steps, Responsible Party/ Partner and Completion Dates.

Table 2  
Coalition Plan

TASKS	Action Steps	Responsible Party/Partner
Task 1: Regional TSMO Opportunity	<ul style="list-style-type: none"> <li>The MetroPlan Orlando staff will conference with Stakeholders for clarity on the need.</li> </ul>	MetroPlan Orlando staff
Task 2: Policy Board and Leadership Support	<ul style="list-style-type: none"> <li>Discussion with Stakeholders to gain support from leadership and Board Members.</li> <li>Discussions with Stakeholders or presentation on benefits of resource sharing and successful programs.</li> </ul>	Stakeholders and staff
Task 3: Development of Organizational Framework	<ul style="list-style-type: none"> <li>Discussion with Stakeholders to agree on an organizational framework.</li> <li>Development of framework</li> <li>Leverage Capability Maturity Model (CMM) to evaluate opportunities to improve TSMO effectiveness.</li> <li><b>Identify “Champions”.</b></li> <li><i>Job description for MetroPlan Orlando Director of Regional TSMO</i></li> </ul>	MetroPlan Orlando staff/Stakeholders
Task 4: Formalize Interagency Agreement	<ul style="list-style-type: none"> <li>Review and discuss the following: agreements; logistics; allocation of time; level of responsibility; reporting arrangement; term length; resources, accountability, evaluation, etc.</li> <li><i>Agreements modeled after existing agreements for state agencies in the State of Florida, or can be modeled after existing agreements in other states and transportation jurisdictions.</i></li> </ul>	Stakeholders; Legal Counsel
Task 5: Management	<ul style="list-style-type: none"> <li>Facilitate meetings and discussions.</li> <li>TSMO Program Plan Framework: strategic; programmatic; and tactical.</li> <li>Document outcomes and activities.</li> </ul>	Stakeholders
Task 6: Evaluation	<ul style="list-style-type: none"> <li>Panel evaluation (3)</li> <li>Measurements developed under Task 4.</li> </ul>	Select Panel of Stakeholders

Figure 2



**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**E. PRESENTATION AND OVERVIEW OF CONNECT 2045 LONG RANGE TRANSPORTATION PLAN (LRTP) REPORT**

**Background Information:**

Under federal and state law, each MPO is required to develop a long-range transportation plan that addresses at least a 20-year planning horizon. Connect 2045, adopted by the TPO Board on September 23, 2020, is the Long Range Transportation Plan (LRTP) developed by the River to Sea TPO as the guiding document that identifies the transportation projects that may be pursued in the TPO area over the next 25 years. Connect 2045 includes both long-range and short-range strategies and outlines the transportation mobility vision for the TPO planning area within the bounds of the financial estimates forecasted for the planning horizon.

Connect 2045 represents a core function of the TPO and is the result of a continuous, cooperative, and comprehensive (3-C) planning process. Developed with input from people, agencies, and organizations representing all parts of our community to reflect collective values and a broad range of needs, the plan strives to provide residents, visitors, and businesses with the best transportation solutions to efficiently and safely move people and goods. Connect 2045:

- Is consistent with applicable state and federal requirements
- Is coordinated locally, and within the region and state
- Integrates detailed and general community and stakeholder input
- Aligns community vision with project priorities
- Identifies a multimodal, fiscally-constrained Cost Feasible Plan to enhance the area's transportation network over the next 25 years
- Provides benefits to the entire population without disproportionate adverse impacts

The final plan document, including all appendices and technical support materials, can be accessed through the following links:

TPO's website: <https://www.r2ctpo.org/planning-studies/long-range-transportation-plan/>

Connect 2045 website: [www.r2ctpoconnect2045.com](http://www.r2ctpoconnect2045.com)

TPO staff will provide a brief presentation on the final LRTP document.

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***



**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**F. PRESENTATION AND DISCUSSION OF VOTRAN’S TRANSIT DEVELOPMENT PLAN (TDP),  
TRANSPORTATION DISADVANTAGED SERVICE PLAN (TDSP), AND COMPREHENSIVE  
OPERATIONAL ANALYSIS PLAN (COA)**

**Background Information:**

On October 13, 2020, Votran kicked-off an 11-month project to update the Transit Development Plan (TDP), Transportation Disadvantaged Service Plan (TDSP) and work on a Comprehensive Operations Analysis (COA).

The TDP is a 10-year strategic plan required by FDOT to qualify for public transit block grant program funding. The TDP includes an assessment of the current operating environment for the transit system, the existing service being provided, an evaluation of existing and current transit needs in the area, and a plan to prioritize and implement future projects and services based on available transit funding. The TDP is updated every five years. The TDSP is a plan used by Votran and the TDLCB to maintain and improve services for the transportation disadvantaged and to serve as a framework for performance evaluation. The TDSP has minor updates annually and major updates every five years. The COA is an evaluation of existing transit services with recommendations for future improvements. The COA will provide a detailed examination of each Votran route along with a review of operational practices that impact the revenues and costs of providing service. Public outreach activities for the TDP include surveys, discussion group workshops, open house workshops, and website and social media outreach.

Votran/Volusia County staff will provide a brief presentation on the project.

***ACTION REQUESTED:***

***NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE TPO BOARD***



# Votran Transit Development Plan (TDP)

Volusia County



# Presentation Overview

- What is a TDP?
- Votran TDP process
- Role of COA
- Public involvement
- Project schedule
- Next steps

# What is a TDP?

- Strategic plan for transit
- 10-Year planning timeframe
- Guidance for decision-making & efficient investments
- FDOT requirement for funding
- Coordinated component of LRTP
- **What TDP is not**
  - » **Budget or a binding agreement**

# What is a TDP?

- Reflects community's vision for transit
- Identifies funded & unfunded needs
- Collaborative process, consistent with other regional & local plans/programs
- Helps set transit service/capital priorities
- Updated every five years
  - » Due September 1, 2021
  - » Covers FY 2022-2031



# Votran TDP Process

## Components

- Evaluate existing operating conditions
- Assess existing transit options
- Conduct public outreach
  - » Two Phases - early and later
- Determine transit needs
- Develop service & implementation plans
- Develop financial plan

# Role of Votran COA

## COA

- Operational efficiency assessment
- Improve current service near-term
- Save/reallocate resources
- Represents initial years of TDP

## TDP

- 10-year strategic vision for transit
- Holistic planning process to improve current service over time
- Funded/unfunded priorities & implementation plan

## Best practices by Votran

- Integrate COA's specific operational improvements with TDP's larger strategic vision for transit service development
- Help reimagine the transit network, mobility solutions, and technological opportunities for Volusia County for the next 10 years and beyond

# Public Involvement

- » Stakeholder interviews
- » Bus passenger survey
- » Discussion groups
- » Public input survey
- » Transit priorities survey
- » Public workshops

## **Direct Involvement Techniques**

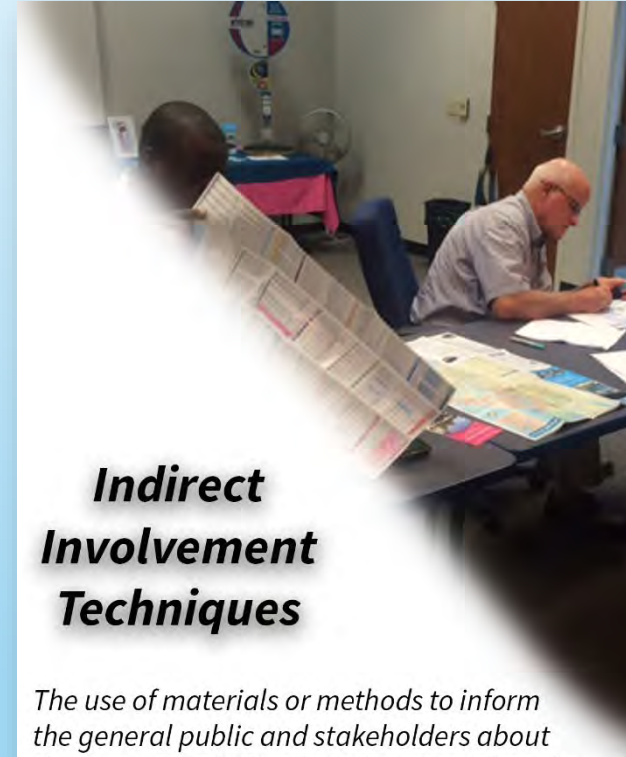
*Activities that directly engage the public and stakeholders in “hands-on” workshops and/or discussion about the project, such as open house public workshops, stakeholder interviews, rider and non-rider surveys in both printed and online media, and presentations to elected officials.*



## **Indirect Involvement Techniques**

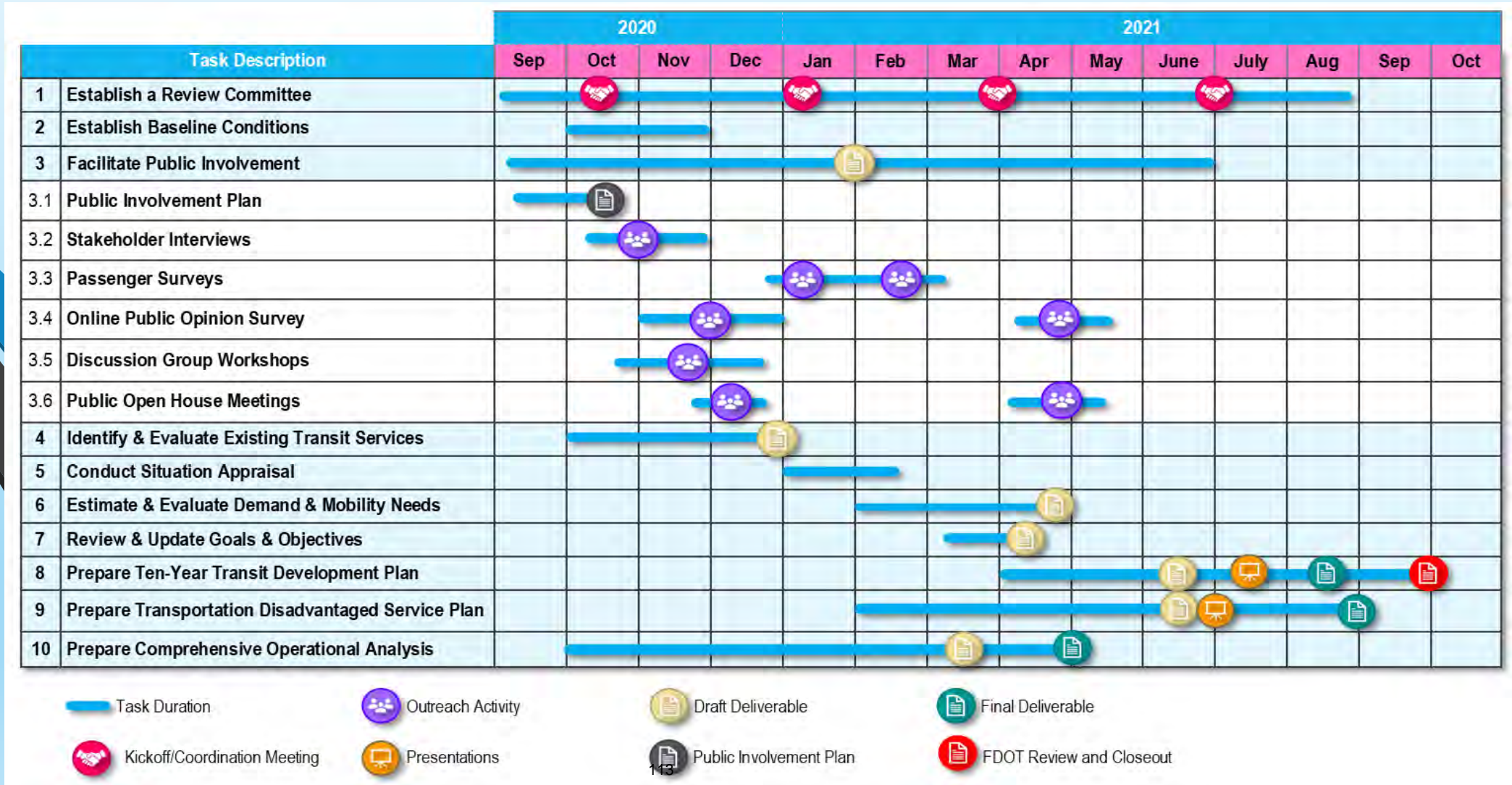
*The use of materials or methods to inform the general public and stakeholders about the project, including branding, social media outreach, website content, emails, and other materials such as fact sheets, fliers, presentation boards, and media releases.*

- » Email blasts
- » Presentations
- » Web & social media
- » Flyers/notices





# Project Schedule



# Next Steps

- Conduct Phase I public outreach
  - Stakeholder interviews – Nov/Dec
  - Discussion group workshops – Nov/Dec
  - Public input survey – Nov/Dec
  - <https://www.surveymonkey.com/r/VotranPhaseI>
  - Public workshops – Dec
  - Bus passenger survey – January 2021
- Analyze data and identify transit needs
- Conduct phase II outreach – Feb/May 2021
- Evaluate and prioritize needs
- Draft TDP – Jun/Jul 2021

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VI. PRESENTATIONS AND DISCUSSION ITEMS**

**G. 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 13, 2020**

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 17, 2021.

Information is also available on [www.cflroads.com](http://www.cflroads.com). For questions, please contact Anna Taylor at 386-943-5499 or via email at [Anna.Taylor@dot.state.fl.us](mailto:Anna.Taylor@dot.state.fl.us).

#### **Upcoming projects:**

##### **441138-1 & 443168-1 Resurfacing S.R. 44 from east of I-4 to Tomoka Farms Road**

- Contract E52A2
- Contractor: P&S Paving, Inc.
- Project Cost: \$7.7 Million
- Estimated Start: January 2021
- Estimated Completion: Late 2021

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

- Contract T5704
- Contractor: Halifax Paving, Inc.
- Project Cost: \$17.8 Million
- Estimated Start: January 2021
- Estimated Completion: Spring 2022

#### **Current projects:**

##### **427986-1-72-23 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: Fall 2021
- Contractor is working on clearing drainage areas on U.S. 92

##### **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: Late 2021
- Contractor is clearing grubbing near Clara Ave. and Hillcrest Plaza in preparation for utility work.

**442499-1 & 436355-1 S.R. 44 Adaptive Signal Control System from Airport Road to 3<sup>rd</sup> Ave. and extending a turn lane from Palmetto Street to Live Oak St.**

- Contract T5682
- Project Start: November 2020
- Estimated Completion: Spring 2021
- Construction continues on the turn lane extension with work happening on westbound Lytle Street (S.R. 44).

**442467-1 U.S. 17-92 at Fort Florida Road Signalization**

- Contract E50A8
- Project Start: October 2020
- Estimated Completion: Early 2021
- Contractor is laying sod and performing shoulder work.

**242715-5 Landscaping Interchanges along I-95 in Volusia Co.**

- Contract E5Z40
- Project Start: October 2020
- Estimated Completion: Late 2021
- Contractor is planning to begin work in January 2021, starting on the south end of the project going north

**439136-1 U.S. 1 from Woodland Avenue to the Flagler Co. Line Resurfacing**

- Contract E5Z86
- Project Start: September 2020
- Estimated Completion: Late 2021
- Contractor is working on paving operations and drainage improvements along the project route

**440270-1 S.R. 40 Adaptive Signal Control System from N. Tymber Creek Road to S.R. A1A**

- Contract E5Z62
- Project Start: August 2020
- Estimated Completion: Early 2021
- Contractor is working on installing and programming cameras.

**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 subsoil excavation and sheet pile installation along S.R. 44, with pile driving scheduled to begin in January.

**442522-1 S.R. 421 Adaptive Signal Control System from Summer Trees Road to South Atlantic Avenue**

- Contract T5689
- Project Start: June 2020
- Estimated Completion: Early 2021
- Contractor is installing cameras and performing directional bores at intersections along the project route.

**441682-1 U.S. 92 Concrete Repair from Kepler Road to Educators Road**

- Contract: E5V12
- Project Start: May 2020
- Estimated Completion: Summer 2021
- Contractor is working on eastbound U.S. 92 doing shoulder work, project is on schedule to be complete in January 2021.

**439131-1 I-95 Resurfacing I-95 from north of S.R. 40 in Volusia County to Old Dixie Highway in Flagler County**

- Contract T5678
- Project Start: January 2020
- Estimated Completion: Early 2021
- Paving operations are continuing northbound and southbound I-95 with ramp work happening during overnight hours

**438003-1 and 438003-2 I-95 Resurfacing Flagler County**

- Contract: T5636
- Project Start: March 2019
- Estimated Completion: Early 2021
- Contractor is now placing the final layer of pavement on both northbound and southbound I-95 with ramp work happening during overnight hours

**MEETING SUMMARY  
TPO BOARD  
JANUARY 27, 2021**

**VII. EXECUTIVE DIRECTOR’S REPORT**

- Update on SU Funding/Work Program
- Holiday Toy Drive to Support Florida Department of Children and Families (DCF)
- R2CTPO Awards Announcement

**VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS**

**IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS**

**X. INFORMATION ITEMS**

- Bicycle/Pedestrian Advisory Committee Attendance Record – 2020
- Citizens Advisory Committee Attendance Record – 2020
- Technical Coordinating Committee Attendance Record – 2020
- October/November/December 2020 TPO Outreach and Activities
- Volusia and Flagler Counties Construction Reports
- 2021 R2CTPO Meeting Schedule
- R2CTPO Chair letter to Governor DeSantis
- Votran Transit Development Plan (TDP) Fact Sheet
- November 25, 2020 TPO Board Meeting Cancellation Notice

**XI. ADJOURNMENT**

**\*The next River to Sea TPO Board meeting will be February 24, 2021\***

## BPAC Attendance Record 2021

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	exc												DeBary (appt 8/2020)
Ted Wendler	x p												DeLand (appt. 05/11)
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)
Ned Wolfarth	x v												Holly Hill (appt 9/19)
Nic Mostert	x p												New Smyrna Beach (appt. 03/15)
Bob Storke	x 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	x p												Ponce Inlet (Appt 12/2020)
Christy Gillis	exc												South Daytona (appt. 01/16)
Roy Walters/Jason Aufdenberg	x p												Volusia County At-Large (appt. 03/05) (alt. appt 07/12)
Patrick McCallister	exc												Volusia County D-1 (appt. 10/16)
Nancy Burgess-Hall/Chris Daun	x p												Volusia County D-2 (appt 2/14) (alt. appt 3/18)
Jessica Realin	abs												Volusia County D-3 (appt 6/2020)
Wendy Hickey ( <i>non-voting</i> )	abs												Flagler County (appt. 12/15)
Gwen Perney ( <i>non-voting</i> )	x v												Large City - Port Orange
John Cotton/Edie Biro ( <i>non-voting</i> )	x v												Votran (appt. 07/13)(alt. appt. 02/16)
Melissa Winsett/Terri Bergeron ( <i>non-voting</i> )	x p												Volusia County (02/14)
Rob Brinson ( <i>non-voting</i> )	abs												Volusia County School Board (appt. 01/16)
Stephanie Moss ( <i>non-voting</i> )	x v												FDOT (appt 11/19)
PHYSICAL QUORUM	Y												

### Vacancies

Beverly Beach  
 Bunnell  
 Daytona Beach Shores  
 Deltona  
 Edgewater  
 Flagler County School Board  
 Flagler County Transit  
 Lake Helen  
 Oak Hill  
 Pierson  
 Port Orange  
 Volusia County Chair

### CODES

X = Present  
 exc = Excused  
 abs = absent (unexcused)  
 p = physically present  
 v = virtually present



## CAC Attendance Record 2021

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Janet Deyette	x p												Deltona (appt. 11/10)
Erika Benfield	x v												DeBary (appt 11/2020)
Daniel Klasel	x v												Edgewater (appt 1/19)
Mary Dioguardi	abs												Flagler Beach (appt 2/2020)
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 (2019/20 Chairperson)	x v												New Smyrna Beach (appt 12/14)
Bob Storke	x p												Orange City (appt. 1/08)
Roger Strcula	x v												Ormond Beach (appt 7/18)
Alan Peterson(2019/20 Vice Chairperson)	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	x v												Volusia County Chair (appt 05/19)
Elizabeth Alicia Lendian	x p												Volusia County At-Large (appt. 05/13)
Patricia Lipovsky	exc												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/J.Cheney ( <i>non-voting</i> )	x p												Volusia County Traffic Engineering (appt 10/11)
Anna Taylor/Rakinya Hinson ( <i>non-voting</i> )	x v												FDOT District 5 (appt 10/2020)
PHYSICAL QUORUM	Y												

### Vacancies

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

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

## TCC Attendance Record 2021

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Rodney Lucas	abs												Bunnell (appt 12/18)
Andrew Holmes/Dennis Mrozek	x p												Daytona Beach (11/18) (alt 6/18)
Stewart Cruz	abs												Daytona Beach Shores (appt. 10/04)
Mike Holmes/Belinda Williams Collins	x v												DeLand (appt. 09/98)(alt 4/2020)
Ron Paradise	x p												Deltona (appt. 11/09)
Matt Boerger/Joseph Barker	x p												DeBary (appt 3/19)(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)
Kyle Fegley	x p												New Smyrna Beach (appt. 1/2020)
Tim Day/Katie Holmes	abs												Lake Helen (appt 12/2020)(alt appt 8/19)
Shawn Finley	exc												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)
Aref Joulani/Mike Disher	x v												Ponce Inlet (appt. 09/16) (alt. appt. 04/19)
Tim Burman/Margaret Tomlinson	x p												Port Orange (appt. 10/13 )(alt appt 4/19)
Brian Peek/Patty Rippey	abs												South Daytona (appt. 6-19)
Jon Cheney/Melissa Winsett	x p												Volusia County Traffic Engineering (appt. 04/99)
Ralf Heseler/Jake Lunceford	x p												Votran (appt. 11/2020) (alt. appt. 11/2020)
Lauren Possinger	exc												Volusia County Emergency Mgmt (appt 11/19)
Anna Taylor/Rakinya Hinson (non-voting)	x v												FDOT (appt 1/18)
PHYSICAL QUORUM	Y												

### Vacancies

Beverly Beach

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

x = present

abs = absent (unexcused)

p = present physically

v = present virtually

abs = absent

exc = excused

## October 2020 TPO Outreach & Activities

### COVID-19 UPDATE

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

- Our TPO office is closed to walk-in visitors; however, we remain open for the following: advisory committee and board meetings for the public and committee members who wish to attend in person, for appointments and other requested activities that meet current state and federal guidance
- TPO staff is maintaining an office presence during regular business hours. Staff contact information is available on the TPO website at: [www.r2ctpo.org/about/staff/](http://www.r2ctpo.org/about/staff/)
- Executive Order 20-246 issued by Governor DeSantis was not extended and all TPO meetings now require a quorum be physically present. All others are being asked to attend TPO meetings remotely
- All GoToMeeting information is posted on the TPO website at [www.R2CTPO.org](http://www.R2CTPO.org)
- As social restrictions are lifted, the TPO is monitoring the scheduling of public events, helmet fittings, in-person presentations, etc. to identify opportunities for resuming public outreach and safety awareness activities
- Email communication is being distributed to keep the committee/board members, stakeholders and public up-to-date on our activities
- TPO website is routinely updated to inform the public and committee members about activities and changes happening due to COVID-19

### JOIN THE LOVE TO RIDE FLORIDA CHALLENGE

Join the Mobility Week “Love to Ride” Challenge! This is a fun, free, statewide challenge designed to get more people riding their bikes. The challenge kicks off on October 30<sup>th</sup> and runs through November 30<sup>th</sup>. Register online at [www.LovetoRide.net/Florida](http://www.LovetoRide.net/Florida) and participate as part of the River to Sea TPO group.

- Register under the River to Sea TPO
- Log your bicycle riding miles/time directly or sync your data through Strava, Endomondo or MapMyFitness
- Earn points by encouraging new riders
- Take quick safety courses and earn badges
- Post stories and photos of your trips
- Win Prizes!
- Questions? Contact Pamela Blankenship at 386.226.0422 ext. 20416 or [PBlankenship@r2ctpo.org](mailto:PBlankenship@r2ctpo.org)



## Take the Challenge

## October 2020 TPO Outreach & Activities

### UPCOMING EVENTS:

#### NOVEMBER:

- Oct. 30-Nov. 6: FDOT Central Florida Mobility Week Virtual Town Hall:  
[www.MobilityWeekFL.com](http://www.MobilityWeekFL.com)
- 3, 6, 9, 16: Pedestrian & Bicycle Safety Best Practices Symposium,  
<https://floridaltap.org/pedbikesymposium/>
- 19: ISB Safety Project Public Hearing, FDOT Maintenance Office or GoToMeeting,  
<https://www.cflroads.com/project/443433-1>
- Dec. 4: TPO Staff on Speaker Panel at TEAM Volusia Board Meeting, Daytona Beach

### ONGOING PROJECTS & STUDIES:

- Connect 2045 Long Range Transportation Plan (Develop Connect 2045 Full Plan Report)
- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process
- Regional Resiliency Action Plan Implementation
- FY 19/20 TPO Annual Report
- FY 19/20 TPO Audit
- Reed Canal Park Bridge Feasibility Study
- Airpark Road Sidewalk Feasibility Study
- SR 15A/Beresford Ave/S Spring Garden Ave Intersection Improvement Feasibility Study
- Dunlawton Avenue/Yorktowne Blvd Turn Lanes Improvement Feasibility Study
- Normandy Blvd/Deltona Blvd Roundabout Feasibility Study
- Review of Annual Call for Projects Priority Process
- Votran 10-year Transit Development Plan (TDP) Major Update/Transportation Disadvantaged Service Plan (TDSP)/Comprehensive Operational Analysis (COA)

### TDLCB ANNUAL PUBLIC HEARING

On October 14, the TDLCB held an annual public hearing to receive input on unmet needs and other services that relate to the local transportation system in Volusia County. Three public comments were received.

## CALL FOR PROJECTS

Each year, the River to Sea TPO solicits project applications from local governments to compete for federal and state transportation funding. This year the Call for Projects opens on November 30, 2020. A Priority Process Workshop will be held on January 19, 2021. The application deadline is 2:00 p.m. on February 26, 2021. More information is available at:

[www.r2ctpo.org/planning-studies/priority-projects/](http://www.r2ctpo.org/planning-studies/priority-projects/)



In an ongoing effort to improve Votran service for Volusia County residents and visitors, Votran has developed a short survey to gain feedback on the Route 11B to Tanger Outlet Mall, Tomoka Town Center, Sam's Club, Tomoka Pointe area of Daytona Beach. The survey is quick - only three (3) questions. Please take a moment and share your thoughts on Votran's Service to the Tanger Outlet Mall:  
<https://www.surveymonkey.com/r/JQ86W8W>

## November & December 2020 TPO Outreach & Activities

### COVID-19 UPDATE

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

- The TPO office remains closed to walk-in visitors; however, we're open for all meetings, appointments and other activities following guidance for social gatherings
- TPO staff is maintaining an office presence during regular business hours.
- TPO board and committee meetings require a quorum be physically present. All other participants are being asked to attend TPO meetings remotely.
- All Transportation Disadvantaged Local Coordinating Board (TDLCB) meetings may be held virtually per the Florida Commission for Transportation Disadvantaged's (FCTD) Declaration and Order of Emergency allowing quorums to be established virtually until June 30, 2021
- GoToMeeting information is posted on the TPO website at [www.R2CTPO.org](http://www.R2CTPO.org)
- As social restrictions are lifted, the TPO is monitoring the scheduling of public events, helmet fittings, in-person presentations, etc. to identify opportunities for resuming public outreach and safety awareness activities
- Social media, e-mail and the TPO website are all being used to keep the committee/board members, stakeholders and public up-to-date on our activities



### CONNECT 2045 COMPLETED!

After almost two years in development, Connect 2045, the River to Sea TPO's Long Range Transportation Plan report has been posted. The final plan document, including all appendices and technical support materials, can be accessed from both the TPO's website and the Connect 2045 website through the following links:

TPO Website: [www.r2ctpo.org/planning-studies/long-range-transportation-plan](http://www.r2ctpo.org/planning-studies/long-range-transportation-plan)

Connect 2045 Website: [www.r2ctpoconnect2045.com](http://www.r2ctpoconnect2045.com)

Thank you to all the committee and board members for your time, input and dedication to making this plan a comprehensive look into the future of our transportation!

### ANNUAL TPO OPEN HOUSE & TOY DRIVE

On December 16, 2020, the TPO held its annual Open House & Toy Drive. We collected 58 toys and gift cards for the Department of Children & Families. Thank you to all who came to the socially-distanced event and contributed to our annual toy drive.





## November & December 2020 TPO Outreach & Activities

### UPCOMING EVENTS FOR JANUARY:

- 11-15: FDOT Tentative Work Program Public Hearing, on-line presentation [www.D5WPPH.com](http://www.D5WPPH.com)
- 14: FDOT WPPH Open House, D5 Office-DeLand
- 21: SR 44 @ Kepler Rd Roundabout Public Hearing, Virtual-Register at <https://bit.ly/36wQn5g> or in person at the Sanborn Center, DeLand
- 28: MPO Advisory Council Meeting, Location TBD

### ONGOING PROJECTS & STUDIES:

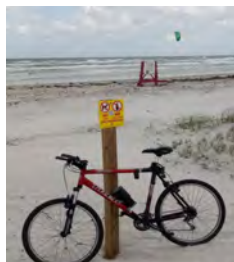
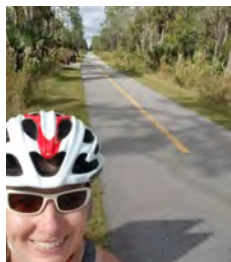
- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process
- Regional Resiliency Action Plan Implementation
- Development of the FY 19/20 TPO Annual Report
- Annual FY 19/20 TPO Audit
- Reed Canal Park Bridge Feasibility Study (FS)
- Airpark Road Sidewalk FS
- SR 15A/Beresford Ave/S Spring Garden Ave Intersection Improvement FS
- Dunlawton Ave/Yorktowne Blvd Turn Lanes FS
- Normandy Blvd/Deltona Blvd Roundabout FS
- Update to the 2021 TPO Safety Targets
- Annual Call for Projects Priority Process
- Votran 10-year Transit Development Plan (TDP) Major Update/Transportation Disadvantaged Service Plan (TDSP)/Comprehensive Operational Analysis (COA)



### TRANSIT DEVELOPMENT PLAN (TDP)

In an ongoing effort to improve bus service for Volusia County residents and visitors, Votran is updating its plan for future transit service and would like your input. Please take a moment and share your thoughts at:

<https://www.surveymonkey.com/r/VotranPhaseI>



### ***River to Sea TPO wins 1st Place in Florida in FDOT Love to Ride Challenge***

The River to Sea TPO won 1<sup>st</sup> place in Florida overall in the Love to Ride Challenge. Our team logged more than 2,700 miles over 30 days. More than 1300 people joined the challenge including 20 from the TPO staff, committees and board. Local awards were also given to:

Gayle Belin, BPAC: \$500 Early Bird Registration Prize

Nic Mostert, BPAC: \$500 Top Encourager Award

***Thank you to everyone who participated!***

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### ***TPO wins Outstanding Planning Study Award for Technology Transition Plan***

On December 11<sup>th</sup>, the Florida Planning & Zoning Association (FPZA) Surfcoast Chapter, presented the River to Sea TPO with the Outstanding Planning Study Award, which emphasizes innovative, state-of-the-art planning methods for our Connected and Automated Vehicles Readiness Study and Technology Transition Plan.

Colleen Nicoulin,  
TPO Project  
Manager for the  
Connected and  
Automated  
Vehicle Readiness  
Study and  
Technology  
Transition Plan



## Volusia County Construction Report – Dec. 2020\*

### Completed within the last 6 months:

- 1) Coast to Coast Trail Wayfinding Signage, and Emergency Location Markers
- 2) Turtle mound Road Repair
- 3) DeLeon Spring Connection to Spring to Spring Trail
- 4) Veterans Memorial Bridge (Orange Ave.)

### 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) Spring to Spring (DeLeon Springs Trail) – Under Construction
- 6) Sugar Mill Road curve reconstruction and turn lanes – Construction Contract Awarded
- 7) Spring to Spring Trail – Segment 3B (Rob Sullivan Park to Dirksen Dr) – Under Construction
- 8) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge) – 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) – Negotiating Design Contract
- 4) Spring to Spring Trail (Lake Beresford to Old New York) – Negotiating Design Contract
- 5) Spring to Spring Trail (Old New York to SR-44) – Negotiating Design Contract
- 6) Spring to Spring Trail (SR-44 to Grand Avenue) – Negotiating Design Contract
- 7) Amelia Ave (Voorhis to Ohio) – Design Ongoing
- 8) Williamson Blvd. (Strickland Range to Hand Ave) – Design Ongoing
- 9) Williamson Blvd. and Strickland Range Rd. Intersection Improvements – Design Ongoing
- 10) Graves Ave Turn lanes (Veterans Memorial Parkway to Kentucky) – Design Ongoing
- 11) Old New York paved shoulders (Shell to S-44) – Design Ongoing
- 12) Intersection Improvements at SR-44 and Kepler – Design by FDOT underway
- 13) Trail Connection from Marine Discovery Center to River to Sea Loop – Design Ongoing
- 14) Jacobs Road Sidewalk – Design Underway
- 15) Study of LPGA Widening from Tymber Creek to I-95 – On Hold pending determination of ownership
- 16) Blue Lake Extension from Victoria Park to SR-472 – Design Ongoing
- 17) Old Mission Road from W. Park to Josephine – Advertised for Design
- 18) Old Elections Parking Lot Replacement – Design Underway
- 19) City Island Seawall Repair – Design 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 8, 2021**

<b><u>Construction and Near Construction Phase</u></b>		<b>Status</b>
1	Marineland Acres Road Improvement	Estimated Construction NTP Mid of January
2	Graham Swamp Multi-Use Trail & Pedestrian Bridge from Lehigh Trail to SR 100	Procurement Phase

<b><u>Design Phase</u></b>		<b>Status</b>
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	Hargrove CR 1421 from Otis Stone Hunter CR 1422 to US 1	Design ongoing
6	Malacompra Road Resurfacing - from A1A to Roadway end at Atlantic Coast Beach	Design ongoing
7	Old Haw Creek from County Road 304 to SR 11	Design Complete
8	Otis Stone from County Road 13 to US 1	Design ongoing
9	Rima Ridge Resurfacing (Rodeo, Bareback Trl, Pinto Ln, Relay Rd, Oakridge Rd, Bridle Path Ln, Cone Rd, Shadow Ln, Sunny Rd	Design ongoing
10	Water Oak Road from County Road 2006 to Mahogany Blvd.	Design ongoing



## 2021 Meeting Schedule of the River to Sea TPO Board and Committees

	River to Sea TPO Board	Executive Committee	Technical Coordinating Committee (TCC)	Citizens Advisory Committee (CAC)	Bicycle/Pedestrian Advisory Committee (BPAC)	Trans. Disadvantaged Local Coordinating Board (TDLCB)
<b>2021</b>	4 <sup>th</sup> Wed. @9:00 a.m.	1 <sup>st</sup> Wed. @ 9:00 a.m.	3 <sup>rd</sup> Tues. @ 3:00 p.m.	3 <sup>rd</sup> Tues. @ 1:15 p.m.	2 <sup>nd</sup> Wed. @ 2:00 p.m.	2 <sup>nd</sup> Wed. the first month of every quarter @ 11:00 a.m. **
January	January 27, 2021	January 6, 2021	January 19, 2021	January 19, 2021	January 13, 2021	January 13, 2021
February	February 24, 2021	February 3, 2021	February 16, 2021	February 16, 2021	February 10, 2021	
March	March 24, 2021	March 3, 2021	March 16, 2021	March 16, 2021	March 10, 2021	
April	April 28, 2021	April 7, 2021	April 20, 2021	April 20, 2021	April 14, 2021	April 14, 2021
May	May 26, 2021	May 5, 2021	May 18, 2021	May 18, 2021	May 12, 2021	
June	June 23, 2021	June 2, 2021	June 15, 2021	June 15, 2021	June 9, 2021	
July	July 28, 2021*	July 7, 2021*	July 20, 2021*	July 20, 2021*	July 14, 2021*	July 14, 2021
August	August 25, 2021	August 4, 2021	August 17, 2021	August 17, 2021	August 11, 2021	
September	September 22, 2021	September 1, 2021	September 21, 2021	September 21, 2021	September 8, 2021	
October	October 27, 2021	October 6, 2021	October 19, 2021	October 19, 2021	October 13, 2021	October 13, 2021
November	November 24, 2021	November 3, 2021	November 16, 2021	November 16, 2021	November 10, 2021	
December	December 22, 2021*	December 1, 2021*	December 21, 2021*	December 21, 2021*	December 8, 2021*	

\* These meetings are typically cancelled

\*\* TDLCB Meetings are at Votran



November 12, 2020

JMG 2020-02

The Honorable Ron DeSantis  
Governor, State of Florida  
The Capitol  
400 S. Monroe St.  
Tallahassee, FL 32399-0001

Re: Local Government Virtual Meetings *without* the Presence of a Physical Quorum;  
Extension of Executive Order No. 20-69

Governor DeSantis:

I am writing on behalf of the River to Sea Transportation Planning Organization (“TPO”) which is the local metropolitan planning organization for Volusia County and portions of Flagler County. As you are aware, the TPO is comprised of elected local governmental officials representing Volusia and Flagler Counties and various municipalities within those counties.

On March 20, 2020, you issued Executive Order No 20-69, which provides pursuant to a state of emergency that local governments could conduct meetings virtually *without* the presence of a physical quorum at the meeting location. Executive Order No. 20-69 has been extended several times,<sup>1</sup> and by virtue of Executive Order No. 20-246, the ability of a local governmental entity, such as the TPO, to hold a virtual meeting *without* the presence of a physical quorum at the meeting location expired on November 1, 2020.

At the October 28, 2020 meeting of the River to Sea TPO, after considerable discussion, the Governing Board voted unanimously to request an extension of Executive Order No. 20-69. For several reasons, we do not make this request lightly.

First, our Governing Board consists of 19 voting members and an additional 14 non-voting members and advisors. Prior to the pandemic, our average meeting attendance included 47 participants. Although our board meeting room is large, it’s not feasible to host a meeting with that level of attendance and adhere to social distancing guidelines.

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<sup>1</sup> See Section 6 of Executive Order No. 20-112, Section 5 of Executive Order No. 123; Section 6 of Executive Order No. 20-139; Executive Order No. 150; Section 3 of Executive Order No. 20-179; Section 1 of Executive Order No. 20-193; and Section 1 of Executive Order No. 20-246.

Second, these meeting requirements also apply to the advisory committees and subcommittees of the TPO which include citizen volunteers and persons with disabilities. In addition to members of the Governing Board, a number of the advisory committee members and meeting attendees are in high-risk categories in that they are over 65 and/or have significant physical conditions that make them more likely to suffer severe effects from COVID-19.

Third, we recognize that we're entering a period of time when higher positivity and hospitalization rates are occurring. While we are all hopeful that Florida's rates continue to be managed during the winter season, the TPO is sincere in doing its part to protect public health by minimizing opportunities for the virus to spread.

To this end, the TPO has taken actions to make our meeting location safer through the use of advanced air filtration systems, remote working and meeting participation, social distancing, distribution of face masks and routine cleaning of the offices. And, although some of our members have expressed a willingness to attend meetings physically, we have a number of members that do not feel safe in attending TPO and other governmental meetings.

The River to Sea TPO remains committed to serving the local community in our transportation planning activities and we appreciate your leadership during these challenging times. In particular, we value the important role of citizens throughout our community to participate in our activities. To ensure full and equitable access by all elected officials, planning staff and citizens, we respectfully ask that you consider an extension of Executive Order No. 20-69 to conduct meetings virtually without the presence of a physical quorum at the meeting location.

Sincerely,



Commissioner Jason McGuirk, City of New Smyrna Beach  
River to Sea TPO Chairperson

pc:     Kraig Conn, General Counsel, Florida League of Cities  
          Virginia Delegal, Executive Director, Florida Association of Counties  
          Carl Mikyska, Executive Director, MPO Advisory Council

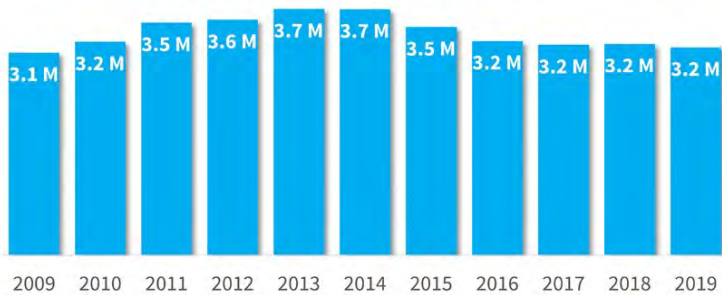


# Votran Transit Development Plan FACT SHEET

## What is Votran?

Votran provides fixed-route bus transit services in east and west Volusia County. Regular service includes 31 routes—21 in East Volusia (including 2 flex zones), 9 in West Volusia, and 1 cross-county connecting DeLand and Daytona Beach. Services are also available for persons unable to access fixed-route transit because of a disability or other eligible reasons. Most routes operate 6:00 AM to 7:30 PM on weekdays and Saturdays with 30- to 60-minute frequency. The regular cash fare is \$1.75, with discounts offered for youths (ages 7–18), older adults, individuals with disabilities, and Medicare card holders. Although transit ridership has declined industrywide in the last few years, Votran has maintained its ridership, serving 3.2 million trips in 2019.

Votran Ridership (2009–2019)



## What is the Votran TDP?

The Votran Transit Development Plan is the agency's strategic planning document and also is a requirement of the Florida Department of Transportation for transit funding. A major update to the TDP is due every five years. This 2021 Votran TDP Major Update is being developed by the Volusia County Council in coordination with Votran to serve as a guide for the future of public transportation in Volusia County; it will represent the transit agency's vision to promote transit growth over the next decade.

## Why Do We Need Your Input?

Public participation is an important part of developing the Votran TDP, and numerous public outreach activities are planned to support the plan, including stakeholder interviews, discussion groups, rider and non-rider surveys, and public workshops. **Your participation and input are needed so we can learn more about the public transportation needs and issues of the people and organizations you represent in Volusia County and the region.**



For more information, visit [votran.org](http://votran.org) or contact Votran at (386) 756-7496.

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**Take the Transit Survey!**  
Scan here using your phone



Or go to  
[surveymonkey.com/r/VotranPhase1](https://surveymonkey.com/r/VotranPhase1)



## **Meeting Cancellation Notice**

The **November 25, 2020 TPO Board meeting has been cancelled**

The River to Sea TPO committee meetings have been **cancelled** in **December** (winter break):

Executive Committee – December 2

Bicycle/Pedestrian Advisory Committee (BPAC) – December 9

Citizens Advisory Committee (CAC) – December 15

Technical Coordinating Committee (TCC) – December 15

River to Sea TPO Board – December 23

The regular River to Sea TPO committee schedule will **resume** in January with meetings on the following dates:

Executive Committee – January 6

Transportation Disadvantaged Local Coordinating Board – January 13

Bicycle/Pedestrian Advisory Committee (BPAC) – January 13

Citizens Advisory Committee (CAC) – January 19

Technical Coordinating Committee (TCC) – January 19

River to Sea TPO Board – January 27