



Please be advised that the River to Sea Transportation Planning Organization (R2CTPO) **EXECUTIVE COMMITTEE** will be meeting on:

DATE: Wednesday, February 3, 2021
TIME: 9:00 a.m.
PLACE: River to Sea TPO Executive Conference Room
 2570 W. International Speedway Blvd., Suite 100
 Daytona Beach, Florida 32114

NOTE:
GoTo Meeting has been established for remote participation.

MASKS MUST BE WORN BY THOSE PHYSICALLY PRESENT



**Executive Committee Meeting
 February 3, 2021 9:00 a.m. EST**

**Please join my meeting from your computer, tablet or smartphone.
<https://www.gotomeet.me/RivertoSeaTPO/executive-committee-meeting>**

**You can also dial in using your phone.
 United States (Toll Free): [1 877 309 2073](tel:18773092073)
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Access Code: 638-038-333

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New Smyrna Beach Commissioner Jason McGuirk, Chairperson Presiding

AGENDA

- I. CALL TO ORDER**
- II. PUBLIC COMMENT/PARTICIPATION**
- III. DISCUSSION ITEMS**
 - A. Update on COVID-19 Business Practices and Impacts**

IV. BUSINESS

- A. Review and Recommend Approval of Expenditure for Task Work Order #TOA-07 for a Paratransit Service Analysis (\$53,229)**
- B. Review and Recommend Approval of Expenditure for Task Work Order #GPC-KAI-13 for a Congestion Management Process (CMP) and Performance Measures Report (\$87,060)**
- C. Review and Recommend Approval of Executive Director’s Salary Increase Based Upon Annual Performance Evaluation**
- D. Review and Recommend Approval of Executive Director Timesheet Review Report** *(Enclosure, page 3)*
- E. Review and Approval of Draft February 24, 2021 River to Sea TPO Board Agenda** *(Enclosure, pages 4-6)*

V. STAFF COMMENTS

VI. EXECUTIVE COMMITTEE MEMBER COMMENTS

VII. ADJOURNMENT*****

Note: 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.

Note: 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.

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



To: River to Sea TPO Board
 From: Commissioner Jason McGuirk, River to Sea TPO Chairperson
 Date: December 30, 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 December 30, 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	
687	October 18, 2020 through October 24, 2020	[Signature]
688	October 25, 2020 through October 31, 2020	
689	November 1, 2020 through November 7, 2020	[Signature]
690	November 8, 2020 through November 14, 2020	
691	November 15, 2020 through November 21, 2020	
692	November 22, 2020 through November 28, 2020	[Signature]
693	November 29, 2020 through December 5, 2020	

_____ No abnormalities noted.

_____ Abnormalities were noted and have been resolved.

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

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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 | |



MEETING AGENDA

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

DATE: WEDNESDAY, FEBRUARY 24, 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

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

Please join my meeting from your computer, tablet or smartphone.

<https://www.gotomeet.me/RivertoSeaTPO/river-to-sea-tpo-board-meeting>

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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. JANUARY 27, 2021 RIVER TO SEA TPO BOARD MEETING MINUTES *(Contact: Debbie Stewart) (Enclosure, pages)*

IV. CONSENT AGENDA *(Continued)*

- B. TREASURER'S REPORT** *(Contact: Walter Lacey) (Enclosure, pages)*
- C. EXECUTIVE COMMITTEE REPORT** – *Report by New Smyrna Beach Commissioner Jason McGuirk, Executive Committee Chairperson (Enclosure, pages)*
- D. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- *Report by Mr. Paul Eik, BPAC Chairperson (Enclosure, pages)*
- E. CITIZENS ADVISORY COMMITTEE REPORT** -- *Report by Ms. Nora Jane Gillespie, CAC Chairperson (Enclosure, pages)*
- F. TECHNICAL COORDINATING COMMITTEE REPORT** -- *Report by Ms. Becky Mendez, TCC Chairperson (Enclosure, pages)*
- G. RIVER TO SEA TPO BOARD SUMMARY REPORT** -- *Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages)*
- H. MPO ADVISORY COUNCIL (MPOAC) REPORT** - *(Contact: Lois Bollenback) (pages)*
- I. CENTRAL FLORIDA MPO ALLIANCE (CFMPOA) REPORT** - *(Contact: Lois Bollenback) (pages)*
- J. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORT** -- *Report by New Smyrna Beach Commissioner Jason McGuirk, TPO Board Chairperson (Enclosure, pages)*
- K. REVIEW AND APPROVAL OF EXPENDITURE FOR TASK WORK ORDER #TOA-07 FOR A PARATRANSIT SERVICE ANALYSIS (\$53,229)** *(Contact: Stephan Harris) (pages)*
- L. REVIEW AND APPROVAL OF EXPENDITURE FOR TASK WORK ORDER #GPC-KAI-13 FOR A CONGESTION MANAGEMENT PROCESS (CMP) AND PERFORMANCE MEASURES REPORT (\$87,060)** *(Contact: Colleen Nicoulin) (pages)*
- M. REVIEW AND APPROVAL OF THE EXECUTION OF THE MID-FLORIDA TRANSPORTATION MANAGEMENT & OPERATIONS (TSM&O) COALITION MEMORANDUM OF UNDERSTANDING (MOU)** *(Contact: Lois Bollenback) (pages)*
- N. REVIEW AND APPROVAL OF EXECUTIVE DIRECTOR'S SALARY BASED UPON ANNUAL PERFORMANCE EVALUATION** *(Contact: Pamela Blankenship) (Enclosure, page)*

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2021-03 UPDATING THE R2CTPO SAFETY PERFORMANCE TARGETS** *(Contact: Colleen Nicoulin) (pages)*
- B. REVIEW AND APPROVAL OF RESOLUTION 2021-04 AUTHORIZING THE EXECUTION OF A SUPPLEMENTAL AGREEMENT TO THE METROPOLITAN PLANNING ORGANIZATION (MPO) AGREEMENT FOR THE USE OF TRANSPORTATION PLANNING (PL) AND URBAN ATTRIBUTABLE (SU) FUNDS AND AMENDING THE FY 2020/21 AND 2021/22 UNIFIED PLANNING WORK PROGRAM (UPWP)** *(Contact: Lois Bollenback) (pages)*
- C. REVIEW AND APPROVAL OF RESOLUTION 2021-05 AMENDING THE FY 2020/21 TO 2024/25 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)** *(Contact: Colleen Nicoulin) (pages)*

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF FDOT DISTRICT 5 BICYCLE AND PEDESTRIAN MASTER PLAN**
(Contact: Stephan Harris) (Enclosure, pages XX)
- B. PRESENTATION AND DISCUSSION OF R2CTPO FY 2019/20 ANNUAL REPORT** (Contact: Pam Blankenship)
(Enclosure, pages)
- C. PRESENTATION AND DISCUSSION OF TRANSPORTATION FUNDING** (Contact: Lois Bollenback) (Enclosure,
pages)
- D. FDOT REPORT** (Contact: Anna Taylor, FDOT District 5) (pages)

VII. EXECUTIVE DIRECTOR’S REPORT (page)

- Update on SU Funding/Work Program
- Update on Legislative Activities

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS (Enclosure, pages)

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

XI. ADJOURNMENT (Enclosure, page)

The next River to Sea TPO Board meeting will be March 24, 2021

March 2021 Meeting Dates

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

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

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

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

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

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