

**Citizens' Advisory Committee (CAC)  
Meeting Minutes  
February 15, 2022**

**CAC Members Physically Present:**

Shawn Collins  
Kerry Karl, Chairperson  
Janet Deyette  
Marcia Stevens-Foltz  
Gilles Blais  
Bob Storke  
Fred Heyne  
Alan Peterson  
Joe Villanella  
Bobby Ball  
Dave Castagnacci, Vice Chairperson  
Edie Biro  
Melissa Winsett (non-voting)  
Sarah McNamara (non-voting)

**CAC Members Absent:**

Erika Benfield  
Ed Fendley (excused)  
Faith Alkhatib (non-voting)  
Tisha Peterson  
Rick Basso  
Nora Jane Gillespie (excused)  
Sue Elliott (excused)  
Paul Martel (excused)  
Jack Delaney  
Patricia Lipovsky (excused)  
Elizabeth Alicia Lendian (excused)

**Others Physically Present:**

Colleen Nicoulin  
Stephan Harris  
Tyler Burgett  
Sean Castello

**Others Virtually Present:**

Debbie Stewart, Recording Secretary  
Pam Blankenship  
Jay Williams

**Representing:**

Daytona Beach  
DeLand  
Deltona  
Flagler County  
Holly Hill  
Orange City  
Ormond Beach  
Palm Coast  
Ponce Inlet  
Port Orange  
Volusia County Chair  
Votran (CTC)  
Volusia County Traffic Engineering  
FDOT

**Representing:**

DeBary  
Flagler Beach  
Flagler County Traffic Engineering  
Flagler County Public Transportation  
Lake Helen  
New Smyrna Beach  
Pierson  
Pierson Alternate  
South Daytona  
Volusia County D-2  
Volusia County at Large

**Representing:**

TPO Staff  
TPO Staff  
FDOT  
Volusia County Traffic Engineering

**Representing:**

TPO Staff  
TPO Staff  
Volusia County

**I. Call to Order / Roll Call / Determination of Quorum/Pledge of Allegiance**

Chairperson Kerry Karl called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:15 p.m. The roll was called and it was determined that a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 12 voting and two non-voting members physically present.

The Pledge of Allegiance was given.

**II. Public Comment/Participation**

Chairperson Karl referred to last month's CAC meeting and the questions received from the audience during the meeting. She assured CAC members that out of respect for their time and commitment to the advisory committee and in the interest of conducting business efficiently, she will only allow public comments during the public comment period. If a member of the public wishes to be more engaged, she would encourage them to seek out an appointment to the committee.

There were no public comments.

### **III. Action Items**

#### **A. Review and Approval of the January 18, 2022 CAC Meeting Minutes**

**MOTION:**        *A motion was made by Mr. Villanella to approve the January 18, 2022 CAC meeting minutes. The motion was seconded by Mr. Storke and carried unanimously.*

Mr. Peterson asked why the minutes have changed; as not all member questions and/or comments are included in the minutes

Ms. Nicoulin explained the Executive Committee directed staff to revise how minutes are written to be more condensed; the minutes had become more of a verbatim dialogue when the intent is to provide a record of the actions taken and a general summary of the discussions. Audio recordings which contain the full dialogue or each meeting are available upon request.

Members discussed the change to the minutes and a concern was identified that the TPO Board is not receiving the details of discussions that have occurred at the CAC meetings. It was noted that summary reports of each meeting, not the individual meeting minutes, are provided to the TPO Board and included as part of their consent agenda each month. Staff identified that developing a detailed set of minutes requires a significant amount of staff time and resources. It was recognized by some committee members that meeting minutes should contain the summary of the discussion opposed to detailed dialogue. CAC members discussed other options that are available to communicate what has occurred at the committee meeting to the TPO Board, such as attending the Board Meeting and providing a status update of items of concern, speaking directly with the elected official that appointed them to the committee and report what was discussed, or identifying and providing a specific comment or question to be included in the minutes.

Chairperson Karl replied that she can make the commitment to attend the TPO Board meetings if there is an issue the CAC feels they should be aware of.

#### **B. Review and Recommend Approval of Resolution 2022-## Adopting the R2CTPO 2022 Safety Performance Targets**

Ms. Nicoulin stated the updated safety data and methodology used to develop the 2022 Safety Performance Targets were presented last month; this is an annual required activity. The included draft resolution and Exhibit A reflect the targets based on the updated data. Three targets are carrying forward the previous year's target as the data was trending upward; fatalities, fatalities rate and non-motorized serious injuries and fatalities. Two targets are being reset as the new data set was trending downward; serious injuries and serious injuries rate.

**MOTION:**        *A motion was made by Mr. Blais to recommend approval of Resolution 2022-## adopting the R2CTPO 2022 Safety Performance Targets. The motion was seconded by Mr. Peterson and carried unanimously.*

#### **C. Review and Recommend Approval of Resolution 2022-## Adopting the Transit Safety Performance Targets**

Mr. Harris stated a presentation was given last month on the Transit Safety Performance Targets; specifically, the Public Transportation Agency Safety Plan (PTASP) and the Transit Asset Management (TAM) Plan for the transit agencies in our planning area which are Votran, SunRail, and Flagler County Public Transportation.

Included in the agenda are the resolution, Exhibit A, which are the PTASP targets for Volusia County, and Exhibit B which are the TAM targets for Volusia and Flagler Counties.

Members discussed the data and why the Votran's vehicle mile revenue (VMR) was projected to decrease. It was explained that the intent of this is to set the safety targets and not routes. VMR represents miles while the vehicle is in service. Due to the pandemic, there was a huge decline for service in 2019 and 2020; since then, there has been a gradual uptick in VMR. Votran recently temporarily reduced service because of a lack of bus drivers. One route was converted to paratransit which was done so because the fixed route bus only had three passengers per day which made the route economically unfeasible; this reduced the VMT. Other routes were either eliminated or combined.

Ms. Biro noted that Votran recently completed a Comprehensive Operational Analysis (COA) of the entire system and they are looking at a re-design which may eliminate or change some routes; the possibility of mobility-on-demand service; and switching some passengers from fixed route to transportation disadvantaged. These changes may be reflected in this data.

**MOTION:** *A motion was made by Mr. Storke to recommend approval of Resolution 2022-## adopting the Transit Safety Performance Targets. The motion was seconded by Mr. Villanella and carried unanimously.*

**D. Appointment/Reappointment of Transportation Improvement Program (TIP) Subcommittee Members**

Ms. Nicoulin stated the TIP Subcommittee reviews applications that are submitted through the annual Call for Projects which is currently open; it will close on February 25, 2022. The TIP Subcommittee is comprised of members from the three advisory committees; the table in the agenda reflects the current subcommittee members. She asked current members of the subcommittee if they want to continue to serve and if any other members would like to volunteer. The subcommittee typically meets at least once to review the traffic operations/safety and planning study applications. She will coordinate with the subcommittee members for a date and time.

Chairperson Karl polled the current subcommittee members in attendance if they would like to be re-appointed; all agreed including Ms. Foltz, Mr. Peterson, Mr. Ball and Mr. Blais. Ms. Gillespie and Ms. Lendian were not in attendance.

Ms. Nicoulin replied she knows that Ms. Gillespie would be interested in being reappointed.

**MOTION:** *A motion was made by Ms. Biro to reappoint Ms. Marcia Stevens-Foltz, Mr. Gilles Blais, Mr. Bobby Ball, Mr. Alan Peterson, Ms. Nora Jane Gillespie and Ms. Elizabeth Lendian to the Transportation Improvement Program (TIP) Subcommittee. The motion was seconded by Mr. Blais and carried unanimously.*

**IV. Presentation Items**

**A. Presentation and Discussion of FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP)**

(Handout)

Ms. Nicoulin explained the Unified Planning Work Program (UPWP) is the TPO's two-year work plan that includes the tasks, activities and deliverables staff will undertake as well as the budget for those activities and tasks. We are currently in the second year of the current UPWP; the new UPWP will become effective July 1, 2022. She noted that due to staffing shortages, a number of deliverables in the current UPWP were unable to be completed so some of those will be carried over into the new UPWP. She explained that the TPO is currently undergoing a search for a new Executive Director and hopes to have that position filled by the end of this fiscal year; developing a new work plan without that leadership input has been a challenge so there could be a potential UPWP amendment within the first six months of the new UPWP. She reviewed the draft tables of

tasks, activities and deliverables for the new UPWP covering fiscal years 2022/23 and 2023/24; Mr. Harris reviewed the activities and deliverables for the bicycle/pedestrian and transit tasks.

Mr. Villanella asked if there are regulations regarding stenciling roadways directing bicyclists as they proceed south to the Ponce Inlet lighthouse. Ponce Inlet has an issue with electric bicycles using the sidewalk that elderly residents are using; he thinks stenciling would help educate the bicyclists. He asked if there is a way to educate bicyclists about what they can and cannot do and if this is the type of discussion that should occur at the BPAC.

Mr. Harris replied yes; he noted there are not many north/south routes. Due to how narrow the roads are in Ponce Inlet, bicyclists may have to share the road. There is one project in that area to complete the sidewalk network along Peninsula Avenue; it is programmed for design. Volusia County has been working on crosswalks along SR A1A but there is limited right-of-way to work with.

Discussion continued regarding what can be done to educate bicyclists. Laws for bicyclists are laid out in Florida Statutes. Electric bicycles, scooters, etc. were also discussed.

Ms. Nicoulin noted that the UPWP is currently in development and a draft will be presented to FDOT in March; the final document will be adopted in May. The next step will be to match the budget to the tasks and further refining of the document.

**B. Presentation and Discussion of an Amendment to the Connect 2045 Long Range Transportation Plan (LRTP)**

Ms. Nicoulin announced the TPO received a request from FDOT on Friday to amend the Connect 2045 Long Range Transportation Plan (LRTP); the amendment is to support money received as part of the stimulus package. The TPO's planning area received \$90 million in stimulus funding and we were able to fund a number of phases of the interchange projects along I-95; the interchanges at LPGA Boulevard and US 1. These projects are currently in the 2045 LRTP but this funding has accelerated the project phases so the LRTP has to be amended to reflect the timing of the funding and bring the document into consistency with the Transportation Improvement Program (TIP). The design phases for both projects have been brought into the current fiscal year and the LPGA Boulevard project limits have been extended to US 92. There will be a 30-day public comment period that will open later this month. This amendment will be back as an action item next month and any comments received will be presented.

Mr. Peterson asked why the design funding was in 2021/25 and right-of-way not until 2026/30; he would think the right-of-way funding would need to be first.

Ms. Nicoulin explained the right-of-way comes after the design. This amendment advances design; construction is not yet funded.

**C. FDOT Report**

The construction report was provided in the agenda. Ms. McNamara announced the big highlight of the month is the installation of the first Zicla Zipper Buffering System on SR 430 (Oakridge Boulevard) from the east side of the River to SR A1A during the week of February 21, 2022. The zipper system is a series of reflective, graded separators designed to protect cyclists and prevent vehicles from entering the bike lane; this will be the first zipper system installed in FDOT District 5. She gave an update on various other projects within the FDOT report.

Mr. Blais commented that street lights have been installed along Nova Road in Holly Hill after 25 years; he asked why it took so long as fatalities have occurred during those 25 years.

Ms. McNamara replied she will look into it and see who is responsible.

Mr. Peterson commented that the FDOT report used to contain more detailed information; he especially misses the percentage of project completion which was a way to gauge if a project is on target with the estimated completion date.

Ms. McNamara replied FDOT is working to develop a more comprehensive construction report and will discuss it with TPO staff. They want to provide updates on more projects.

**D. Volusia and Flagler County Construction Reports**

Ms. Winsett gave the Volusia County Construction Report announced three new projects have moved to “Under Construction or Advertised for Construction” which are underlined in the report. The Williamson Boulevard widening from LPGA Boulevard to Strickland Range Road is expected to move to “Completed Projects” next month.

The Flagler County Construction Report was provided in the agenda.

**E. Staff Comments**

Ms. Nicoulin provided an update on the Executive Director search and announced the Executive Director Search Committee (EDSC) met at the beginning of January and decided to re-open the application period through January 31, 2022. The TPO hopes to have a candidate to recommend to the TPO Board at the April Board meeting and have a new Executive Director on board by the end of the fiscal year.

**VI. CAC Member Comments**

Ms. Foltz referred to the truck parking study along I-4 that was discussed a few months ago and asked if that was completed yet and if the CAC will see what comes out of that.

Ms. Nicoulin replied it is currently underway with the PD&E study; she will reach out to the project manager for an update.

Ms. Biro announced that beginning February 25, 2022, Votran will eliminate the Sunday extra Route 17 bus along SR A1A to Bel Air Plaza and Granada; currently, a second bus runs 5 minutes behind the first one. They are not eliminating the route, just the extra bus.

Mr. Blais asked if there was an update on the new passenger rail service from Brevard County to Orlando.

Ms. Nicoulin replied she will see if she can get some information regarding it.

**VII. Information Items**

- CAC & TCC Attendance Records
- January TPO Outreach and Events
- TPO Board Meeting Report
- UPWP Subcommittee Report

**VIII. Adjournment**

There being no further business, the CAC meeting adjourned at 2:21 p.m.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**



**MR. DAVE CASTAGNACCI, VICE CHAIRPERSON  
CITIZENS' ADVISORY COMMITTEE (CAC)**

**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 the minutes of the February 15, 2022 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 15<sup>th</sup> day of March 2022.



DEBBIE STEWART, RECORDING SECRETARY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

***\*\* A recording of the February 15, 2022 CAC meeting is available upon request.***



Task	Task Title / Description	Activities & Deliverables Current UPWP	Activities & Deliverables FY 2022/23 & 2023/24
1.01	<b>General Administration &amp; Program Support</b>  Financial Management, Contracts, Administrative Support, Administrative Expenses (Office Lease, supplies, etc.), meetings (agenda's, minutes)	Complete a COOP Exercise  Independent Audit for Financial Compliance  Complete an Annual Planning Retreat Event  Develop Annual Operating Budget  Approve slate of Officers for TPO Board  Submit FTA Section 5305(d) & TD Planning Grant applications  Contract Management: Postage Meter Lease (expires April 1, 2022 - In Progress); Transit Consultant (expired June 30, 2021 - In Progress with GPC); General Planning Consultants (expires August 2022 - In Progress with Transit); Legal Counsel (expired June 30, 2020 - re-issued 2020); Audit Firm (June 30, 2021 - re-issued 2021).	Complete a COOP Exercise  Independent Audit for Financial Compliance  Complete an Annual Planning Retreat Event  Develop Annual Operating Budget  Approve slate of Officers for TPO Board  Submit FTA Section 5305(d) & TD Planning Grant applications  Contract Management: Bicycle/Pedestrian Feasibility Studies; Traffic Operations Feasibility Studies; 2050 LRTP Consultant
		Employee Team Building/Goal Setting Activity (completed)  Develop a Policies & Procedures Reference Manual (In Progress)  Update the Employee Handbook  Update the Purchasing Manual (In Progress)  Create a desk procedure/manual of CFO processes  Facility upgrades	Develop a Policies & Procedures Reference Manual  Update the Employee Handbook  Update the Purchasing Manual  Create a desk procedure/manual of CFO processes  Facility upgrades (as needed)  Update Personnel Study and Pay Classification  Develop Strategic Business Plan
1.02	<b>Information Technology Systems &amp; Website Support</b>  Manage IT needs of TPO - equipment, software, internet access, procurement, inventory	Procure/Replace Equipment as needed  Electronic File Management (maintaining & archiving)  Issue Website Support Services RFP/Contract (expires June 30, 2022 - in progress)	Procure/Replace Equipment as needed  Electronic File Management (maintaining & archiving)
1.03	<b>Public Involvement &amp; Community Transportation Survey</b>  Public outreach, media relations, notices & advertising	Complete Annual Title VI & LEP Training  Annual Public Involvement Matrix/Summary  Annual Report for previous fiscal year  Update the Public Involvement Plan  Update Title VI & LEP Documents  Utilize a communication program such as Constant Contact to disseminate information to TPO members and the public	Complete Annual Title VI & LEP Training  Annual Public Involvement Matrix/Summary  Annual Report for previous fiscal year  Update the Public Involvement Plan  Update Title VI & LEP Documents  Utilize a communication program such as Constant Contact to disseminate information to TPO members and the public
		Implement the TRAC program (completed)  Complete a community transportation survey (postponned)	Complete a community transportation survey

2.01	<b>Program Development (UPWP)</b>  Develop & implement 2-year planning work program (document management)	Develop/Adopt a new 2-year UPWP  Manage Planning Activities, Deliverables &  Process Amendments as needed	Develop/Adopt a new 2-year UPWP  Manage Planning Activities, Deliverables & Budget  Process Amendments as needed
		Conduct a benchmarking review of other UPWPs to identify other potential funding sources & best practices (not completed)  Implement the Consolidated Planning Grant (CPG) (not available)	Implement the Consolidated Planning Grant (CPG)
2.02	<b>Transportation Improvement Program (TIP) Development</b>  Develop & maintain the 5-year plan of projects (document management)	Issue Annual Call for Projects & Approve R2CTPO List of Prioritized Projects (LOPP)  Develop/Adopt a new 5-year TIP  Process Amendments as needed	Issue Annual Call for Projects & Approve R2CTPO List of Prioritized Projects (LOPP)  Develop/Adopt a new 5-year TIP  Process Amendments as needed
		Conduct a benchmarking review of other TIPs to identify trends, potential funding sources & best practices (not completed)	
2.03	<b>Transportation Data Information Management</b>  Collect, manage & report transportation data, ensure compliance w/ requirements	Provision of transportation data in both tabular and map formats as needed to be used in assisting with public involvement through the use of graphics (maps) and for coordinating efforts with state and local governmental agencies.  Incorporation of TPM data and rules into planning documents and adoption of targets required under MAP-21 and the FAST Act  Monitor changes in programs and funding results from TPM	Provision of transportation data in both tabular and map formats as needed to be used in assisting with public involvement through the use of graphics (maps) and for coordinating efforts with state and local governmental agencies.  Incorporation of TPM data and rules into planning documents and adoption of targets required under MAP-21 and the FAST Act  Monitor changes in programs and funding results from TPM
		Completion of a Transportation Systems Congestion Management/Performance Measures Report providing information on transportation system performance (In Process)  Conduct a benchmarking review of other TPOs/MPOs to identify data collection and reporting strategies and best practices (Not Completed)	Update Transportation Systems Congestion Management/Performance Measures Report
2.04	<b>State &amp; Regional Planning and Coordination</b>  Planning & program support for regional, state & national planning activities	Development of a Regional LOPP and Legislative Positions each year  Participation in activities that support the regional activities of the Central Florida MPO Alliance, FDOT District 5 and the East Central Florida RPC  Continued involvement in activities that support statewide efforts of the Statewide Model Task Force, the LAP Community of Practice committee, the MPOAC, FDOT and FHWA Florida Division  Participate in FDOT-MPO Leadership meetings  Develop a Regional LRTP	Development of a Regional LOPP and Legislative Positions each year  Participation in activities that support the regional activities of the Central Florida MPO Alliance, FDOT District 5 and the East Central Florida RPC  Continued involvement in activities that support statewide efforts of the Statewide Model Task Force, the LAP Community of Practice committee, the MPOAC, FDOT and FHWA Florida Division  Participate in FDOT-MPO Leadership meetings  Develop a Regional LRTP



2.05	<p>ITS/Traffic Ops/Safety Project Feasibility Studies</p> <p>Manage studies to determine project feasibility &amp; costs prior to programming</p>	Complete planning level feasibility studies	Complete planning level feasibility studies
2.06	<p>General Planning Studies, Initiatives, Corridor Studies and Projects</p> <p>General Planning Activities as needed to support improvements in mobility (freight, parking, TSM&amp;O, etc.). Includes General Planning Consultant (GPC) activity</p>	<p>Updates to the R2CTPO's Regional ITS Architecture (as needed)</p> <p>Provide project development support to R2CTPO member governments (ongoing)</p> <p>Continue to assess Sea Level Rise Vulnerability for the planning area and implement polices to increase resiliency (ongoing)</p> <p>Implementation of the Complete Streets Ordinance and evaluation of associated projects (ongoing)</p> <p>Successful completion of transportation projects (ongoing)</p> <p>Completed corridor studies including R2CTPO support for corridor masterplans, PD&amp;E studies and environmental analyses as programmed by FDOT (ongoing)</p>	<p>Updates to the R2CTPO's Regional ITS Architecture (as needed)</p> <p>Provide project development support to R2CTPO member governments (ongoing)</p> <p>Continue to assess Sea Level Rise Vulnerability for the planning area and implement polices to increase resiliency (ongoing)</p> <p>Implementation of the Complete Streets Ordinance and evaluation of associated projects (ongoing)</p> <p>Successful completion of transportation projects (ongoing)</p> <p>Completed corridor studies including R2CTPO support for corridor masterplans, PD&amp;E studies and environmental analyses as programmed by FDOT (ongoing)</p>
		<p>Continue to monitor and provide input on the proposed LAP policy for the FDOT District 5 and develop a proposal for state-federal fund swap (completed)</p> <p>The relationship between Food Deserts and Transportation (not completed)</p> <p>Develop a program to conduct before and after studies for specific projects to analyze their effectiveness by mode (i.e. Adaptive Signal Control, Safety Improvements, etc.) (not completed)</p> <p>Implement a program to conduct Before and After Studies for specific projects to analyze their effectiveness by mode (i.e. Adaptive Signal Control, Safety Improvements, etc.) (not completed)</p> <p>Review and analyze crash data and contributing factors; identify crash reduction measures within the R2CTPO planning area (not completed)</p> <p>Update Transportation Impact Analysis (TIA) requirements (tech/transit) (not completed)</p> <p>Utilize heat maps to track recent crash data to identify hot spot areas (not completed)</p>	<p>The relationship between Food Deserts and Transportation</p> <p>Develop a program to conduct before and after studies for specific projects to analyze their effectiveness by mode (i.e. Adaptive Signal Control, Safety Improvements, etc.)</p> <p>Implement a program to conduct Before and After Studies for specific projects to analyze their effectiveness by mode (i.e. Adaptive Signal Control, Safety Improvements, etc.)</p> <p>Review and analyze crash data and contributing factors; identify crash reduction measures within the R2CTPO planning area</p> <p>Update Transportation Impact Analysis (TIA) requirements (tech/transit)</p> <p>Utilize heat maps to track recent crash data to identify hot spot areas</p> <p>Regional Planning Sub-Area Studies</p>

2.07	2045 Long Range Transportation Plan (LRTP)	<p>The development and timely adoption of a 2045 Long Range Transportation Plan that meets all federal and state requirements (completed)</p> <p>Production of LRTP Executive Summary, both print and webpage versions (completed)</p>	<p>Implementation of Connect 2045</p> <p>LRTP Amendments as Needed</p> <p>2050 LRTP</p>
2.08	Community Safety-Related Program	<p>FY 2020/21 and 2021/22 Community Safety Events Schedule</p> <p>Implementation of adopted River to Sea TPO Safety Targets</p> <p>Develop a Speakers' Bureau of people whose lives have been affected by speeding and distracted driving (completed)</p> <p>Create targeted print and social media safety campaigns to be distributed through the Hotel and Motel Lodging Associations, local college and universities, etc (not completed)</p> <p>Partner with Volusia and Flagler County Schools to develop an education and awareness campaign/curriculum for safety, speeding and distracted driving for grades K-12 (not completed)</p>	<p>FY 2022/23 and 2023/24 Community Safety Events Schedule</p> <p>Implementation of adopted River to Sea TPO Safety Targets</p> <p>Continue a Speakers' Bureau of people whose lives have been affected by speeding and distracted driving</p> <p>Create targeted print and social media safety campaigns to be distributed through the Hotel and Motel Lodging Associations, local college and universities, etc (CSAP)</p> <p>Partner with Volusia and Flagler County Schools to develop an education and awareness campaign for safety, speeding and distracted driving for grades K-12 (CSAP)</p>



3.01	<p><b>Bicycle/Pedestrian Planning &amp; Implementation</b></p> <p>Planning &amp; promotion of safe, non-motorized travel options within the planning area</p>	<p>Manage the Annual Call for Bike/Ped/Trail Projects (Ongoing)</p> <p>Develop/approve the Bicycle/Pedestrian List of Prioritized Projects (Ongoing)</p> <p>Participate in local and regional advisory groups SJR2C Alliance, Coast to Coast Trail Leadership Team) (Ongoing)</p> <p>Support Pedestrian/Bicycle Safety Audits for focus areas (Ongoing)</p>	<p>Manage the Annual Call for Bike/Ped/Trail Projects (Ongoing)</p> <p>Develop/approve the Bicycle/Pedestrian List of Prioritized Projects (Ongoing)</p> <p>Participate in local and regional advisory groups SJR2C Alliance, Coast to Coast Trail Leadership Team) (Ongoing)</p> <p>Support Pedestrian/Bicycle Safety Audits for focus areas (Ongoing)</p>
		<p>Complete school safety studies for selected schools in the planning area (not completed)</p> <p>Bicycle and Pedestrian Count Program Implementation (not completed)</p> <p>Bicycle/Pedestrian Safety Action Plan Implementation (not completed)</p> <p>Adopt a Bicycle and Pedestrian Safety Action Plan utilizing FHWA BIKESAFE/PEDSAFE Program (not completed)</p>	<p>Complete school safety studies for selected schools in the planning area</p> <p>Bicycle and Pedestrian Count Program Implementation</p> <p>Bicycle/Pedestrian Safety Action Plan Implementation</p> <p>Adopt a Bicycle and Pedestrian Safety Action Plan utilizing FHWA BIKESAFE/PEDSAFE Program</p>
3.02	<p><b>Bicycle/Pedestrian Project Feasibility Studies</b></p> <p>Manage studies to determine project feasibility &amp; costs prior to programming</p>	<p>Complete project feasibility studies per LOPP</p>	<p>Complete project feasibility studies per LOPP</p>

4.01	<p><b>Transit Related Activities &amp; Transportation Disadvantaged (TD) Program</b></p> <p>Provide technical planning assistance for local government and transit agencies to identify transit development priorities, and improve transit safety &amp; connectivity.</p>	<p>Provide staff support for the TDLCB</p> <p>Attend meetings for FCPT &amp; SunRail (Flagler TDLCB, TAC &amp; Commission)</p> <p>Produce annual and quarterly reports and required plan updates, including:</p> <ul style="list-style-type: none"> <li>•Volusia County's annual AOR and AER reports</li> <li>•TDSP annual update reports</li> <li>•CTD quarterly program reports</li> <li>•Other plan and report updates as requested (Ongoing)</li> </ul> <p>Coordinate &amp; attend Florida TD Commission's Annual Transportation Disadvantaged Legislative Awareness Day.</p> <p>Prepare FTA grant applications and grant-review support to state agencies</p>	<p>Provide staff support for the TDLCB</p> <p>Attend meetings for FCPT &amp; SunRail (Flagler TDLCB, TAC &amp; Commission)</p> <p>Produce annual and quarterly reports and required plan updates, including:</p> <ul style="list-style-type: none"> <li>•Volusia County's annual AOR and AER reports</li> <li>•TDSP annual update reports</li> <li>•CTD quarterly program reports</li> <li>•Other plan and report updates as requested</li> </ul> <p>Coordinate &amp; attend Florida TD Commission's Annual Transportation Disadvantaged Legislative Awareness Day.</p>
		<p>Conduct a Paratransit Service Analysis (Completed)</p> <p>Volusia County Fixed Route Bus Service East Side Comprehensive Operation Analysis (Completed)</p> <p>Transit Development Plan (TDP) Major Update (Completed)</p> <p>Transportation Disadvantage Service Plan (TDSP) (Completed)</p> <p>Update the transit-related requirements in the adopted TIA Guidelines (Not completed)</p> <p>Technical/planning assistance and reports as needed by task orders issued (Ongoing)</p>	<p>Update the transit-related requirements in the adopted TIA Guidelines</p> <p>Technical/planning assistance and reports as needed by task orders issued (Ongoing)</p> <p>Votran Mobility on Demand (MOD) Expansion Area Studies:</p> <ul style="list-style-type: none"> <li>•Southwest DeLand</li> <li>•East DeLand</li> <li>•Northwest Deltona</li> <li>•South Deltona/Enterprise</li> <li>•Holly Hill/Ormond beach</li> <li>•Ponce Inlet.</li> </ul> <p>Votran Park and Ride Facility Study.</p> <p>Flagler County Public Transportation</p>