

**Citizens' Advisory Committee (CAC)
Meeting Minutes
February 18, 2020**

CAC Members Present:

Janet Deyette
Marcia Stevens-Foltz
Gilles Blais
Nora Jane Gillespie, Chairperson
Bob Storke
Paul Martel
Bobby Ball
Joe Villanella
Jack Delaney
Dave Castagnacci
Elizabeth Alicia Lendian
Melissa Winsett (non-voting)
Edie Biro
Anna Taylor (non-voting advisor)

CAC Members Absent:

Sue Habel (excused)
Ralph Bove
Daniel Klasel, Jr.
Rob Plympton
Faith Alkhatib (non-voting)
Tisha Peterson
Rick Basso
Roger Strcula (excused)
Alan Peterson, Vice Chairperson (excused)
Ann Christian
Patricia Lipovsky

Others Present:

Debbie Stewart, Recording Secretary
Colleen Nicoulin
Pam Blankenship
Lois Bollenback
Stephan Harris
Doug Robinson
Lee Beasley
Jim Wood

Representing:

Deltona
Flagler County
Holly Hill
New Smyrna Beach
Orange City
Pierson
Port Orange
Ponce Inlet
South Daytona
Volusia County Chair
Volusia County at Large
Volusia County Traffic Engineering
Votran (CTC)
FDOT District 5

Representing:

Daytona Beach
DeBary
Edgewater
Flagler Beach
Flagler County Traffic Engineering
Flagler County Public Transportation
Lake Helen
Ormond Beach
Palm Coast
Volusia County D-1
Volusia County D-2

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
H.W. Lochner
H.W. Lochner
Kimley-Horn, Inc.

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

Chairperson Gillespie 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 present.

II. Press/Citizen Comments

There were no press/citizen comments.

III. Action Items

A. Review and Approval of January 21, 2020 CAC Meeting Minutes

Chairperson Gillespie referred to her comment on page 11 of the agenda regarding a complaint about Park Avenue and stated it is in Edgewater, not New Smyrna Beach.

MOTION: *A motion was made by Mr. Villanella to approve the February 18, 2020 CAC meeting minutes as amended. The motion was seconded by Mr. Martel and carried unanimously.*

B. Review and Recommend Approval of Resolution 2020-## Amending the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP)

Ms. Nicoulin stated this amendment programs funding for Phase 1 of the Derbyshire Park sidewalk project into the current fiscal year; \$527,487 for construction in federal and local dollars and \$102,540 for construction, engineering and inspection (CEI).

Mr. Ball asked if he should refrain from voting since he worked on the design for this project.

Chairperson Gillespie replied no.

MOTION: *A motion was made by Mr. Blais to recommend approval of Resolution 2020-## amending the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP). The motion was seconded by Mr. Storke and carried unanimously.*

C. Review and Recommend Approval of the Revenues and Tasks for Development of the Draft FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP)

Ms. Nicoulin stated the Unified Planning Work Program (UPWP) is the work program TPO staff follows that outlines funding, tasks and planning activities.

Ms. Bollenback stated each task is listed with the deliverables in the agenda. Staff forecasts their time by task which is how the financial forecast is built for the UPWP. She reviewed the tasks and deliverables as well as the revenue forecast. The proposed budget for year one is approximately \$1.5 million and \$1.4 million for year two. The proposed revenues are based on the Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) funds received as well as funds carried over from the existing UPWP and local funds. Pending approval by the TPO Board, staff will use this information to build the overall document to send to FDOT and FHWA for review and comment; the full document will be presented in April or May for a recommendation with adoption in June. The new UPWP will take effect July 1, 2020.

MOTION: *A motion was made by Ms. Biro to recommend approval of the revenues and tasks for development of the draft FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) for submission to FDOT/FHWA. The motion was seconded by Mr. Blais and carried unanimously.*

D. Review and Recommend Approval of Resolution 2020-## Updating the Safety Performance Targets

Ms. Nicoulin stated the data for the updated safety performance targets was presented last month. There are five targets; number of fatalities, rate of fatalities, number of serious injuries, rate of serious injuries and the number of non-motorized fatalities and serious injuries.

MOTION: *A motion was made by Mr. Villanella to recommend approval of Resolution 2020-## updating the Safety Performance Targets. The motion was seconded by Mr. Blais and carried unanimously.*

E. Appointment/Reappointment of 2020 Transportation Improvement Program (TIP) Subcommittee Members

Chairperson Gillespie asked if members serving on the Transportation Improvement Program (TIP) Subcommittee wanted to continue to serve.

Ms. Lendian asked when the subcommittee will meet.

Ms. Nicoulin replied once the subcommittee members are confirmed an availability poll will be sent to them; there will be at least one meeting and possibly two depending on how many project applications are received. The Call for Projects closes on March 31, 2020 and the TIP Subcommittee will meet in late April. She confirmed that Mr. Peterson and Mr. Strcula wish to remain on the subcommittee.

Ms. Lendian stated she would like to continue to serve on the subcommittee.

Ms. Foltz also agreed to serve.

Chairperson Gillespie stated once the project applications are in, TIP Subcommittee members will receive an email with the list of projects for their review.

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

IV. Presentation Items

A. Presentation and Discussion of the Development of the 2045 Long Range Transportation Plan (LRTP)

(Handout)

Mr. Jim Wood, Kimley-Horn, gave a PowerPoint presentation update on the Connect 2045 Long Range Transportation Plan (LRTP) scenario concepts that will be used to understand the potential influence of alternative future conditions. The 2045 LRTP will focus on three scenarios; technology, resiliency and funding. He reviewed the methodologies of each scenario and explained how they will be analyzed.

Mr. Blais asked if records of atmospheric conditions were taken under consideration for the resiliency scenario. The more development and roads we build the more they disrupt the atmosphere and it is something to consider.

Ms. Nicoulin replied agreed; changes to the environment are one of the reasons the TPO is looking at a resiliency scenario for the LRTP.

Mr. Wood stated once the needs are addressed it will show how these scenarios will affect the project prioritization and policy development. He continued the presentation and stated the other component of the 2045 LRTP they are working on is the preliminary needs assessment. As part of that they are reviewing the projects currently on the priority lists in the 2040 LRTP and are pulling together a series of maps to help identify those. He reviewed the maps and the set of projects they are beginning with that provide a baseline for the set of needs. He noted there will be public workshops held over the next few weeks and they will be an open house format at three locations. They will present an updated version of these maps that will be informed by the modeling work being conducted now. He will be back next month with the final needs assessment in more detail.

Ms. Nicoulin noted these maps are preliminary and represent current activity; the projects have been identified on the 2040 LRTP or FDOT's Strategic Intermodal System (SIS) plan. This is a starting point and they will build on these maps and identify additional needs as they go through the modeling process.

Ms. Lendian asked the dates of the workshops.

Mr. Wood replied March 2, March 4 and March 10, 2020 from 5:00 pm to 7:00 pm; the dates and locations are shown on the presentation slide. They will be an open house format and there is not a structured presentation so people can come and go during the time periods. He showed a video promoting the 2045 LRTP process. There will be more videos to come focusing on technology and resilience.

B. Presentation and Discussion of the R2CTPO 2020 “Tell the TPO” Survey Campaign

Ms. Blankenship introduced Mr. Doug Robinson, H.W. Lochner, to give the presentation. She announced there is currently an ongoing survey for the 2045 LRTP; it is available on the TPO website and paper copies are available; 285 responses have been received so far. The goal is to receive 750.

Mr. Robinson gave a PowerPoint presentation of the 2020 “Tell the TPO” survey and stated the 2020 survey will build on the 2018 survey. He reviewed the survey goals and approach; the target goal this year is 3,000 responses. He reviewed the marketing plan and announced an ambassador challenge for each advisory committee as well as the TPO Board. Hard copies of the survey will be distributed at public libraries and Votran as well as online. He reviewed the proposed questions for the survey including questions addressing safety, technology, transit and funding. He reviewed the schedule and next steps; the survey is scheduled to launch March 30, 2020 and be live for two months. It will conclude in May and the final report will be adopted in August. There has been continuity with the questions from the past surveys and they have found the answers to be consistent so are looking to remove those questions and dive deeper into other areas such as safety, technology, transit and funding. He reviewed the potential new questions.

Discussion ensued regarding the survey questions; member comments and suggestions were received.

Ms. Blankenship stated the questions will be refined based on feedback received from the CAC, TCC, BPAC and TPO Board and be presented next month for review and a recommendation of approval. The questions will be provided prior to the meeting next month so members have time to review them.

Chairperson Gillespie asked if the survey questions will go out to the cities once approved.

Ms. Blankenship replied it will be presented to the TCC who are staff members with the cities and will request they share the information their staff. Any comments regarding the survey questions can be sent to her or Ms. Nicoulin.

C. Presentation and Discussion of Resolution 2020-## 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 2018/19 and 2019/20 Unified Planning Work Program (UPWP)

Ms. Nicoulin stated this amendment to the current UPWP reflects additional funding from the Federal Transit Administration (FTA) and reallocates funds as needed to reflect funding needs. The amendment also adds or deletes tasks; she reviewed the changes to the tasks and deliverable dates.

D. Presentation and Discussion of Resolution 2020-## Authorizing the De-Obligation of Planning (PL) and Urban Attributable (SU) Funds for the Current Federal Work Program

Ms. Nicoulin stated the de-obligation of funds from the current UPWP is done each year when it is closed out and we move into the new UPWP. The TPO identifies funds that are in the second year of the UPWP that will not be spent down; in order to have those funds available in the first year of the new UPWP the TPO must go through the de-obligation process and release those funds. She reviewed the funds that are being moved and the tasks. If these funds are not de-obligated they will not be available until the second year of the new UPWP.

E. Presentation and Discussion of Draft Sea Level Rise Planning Horizons and Rate Projections

Mr. Harris gave a PowerPoint presentation on sea level rise planning horizons and projections and stated conditions resulting from climate change include higher temperatures, increased precipitation and/or severe drought and an overall rise in sea levels across the globe. The state of Florida is on the frontline of these effects because it has a long coastline. The TPO is part of a collaboration with many agencies; both regional planning councils, the University of Florida, and FDOT among others. The current federal transportation bill expands the focus on the resiliency of the transportation system and requires strategies to reduce the vulnerability of existing

transportation infrastructure to natural disasters as well as the state directive that sea level rise be addressed. He explained the strategic approaches to sea level rise which include retreat, accommodation and protection. He reviewed the financial exposure for the low, medium and high rate curves; the high rate curve of 2100 can reach approximately \$11 billion. The TPO wants to implement policies and procedures to address sea level rise and adopt those into the LRTP and other programs moving forward. The TPO made changes to the project applications that give local governments the opportunity to earn extra points if a project addresses sea level rise and resilience issues. The TPO collaborates with stakeholders and the regional planning councils to implement strategies on a regional basis; the planning horizons for the Resilient Volusia and Flagler assessments were based on the years 2040, 2070 and 2100 with the focus on 2040 as it is within the planning horizon of the 2045 LRTP. The next step will be to adopt a planning horizon and rate curve next month to incorporate into the 2045 LRTP.

F. Presentation and Discussion of 2020 Call for Projects Workshop (TCC Only)

This item is for the TCC only.

G. FDOT Report

The FDOT report was provided in the agenda. Ms. Taylor announced a public meeting on March 17, 2020 from 5:30 pm to 7:30 pm regarding interchange improvements at I-95 and SR 44 at the Advent Health Medical Plaza; public meeting on March 30, 2020 from 5:30 pm to 7:30 pm regarding the I-95 and Pioneer Trail interchange at the Brannon Center in New Smyrna Beach; and a public meeting on March 31, 2020 from 5:30 pm to 7:30 pm regarding the East International Speedway Boulevard (ISB) project from the Halifax Bridge to SR A1A at the Schnebly Recreation Center in Daytona Beach.

H. Volusia and Flagler County Construction Reports

Ms. Winsett referred to the Volusia County Construction Report provided in the agenda and noted updates are underlined.

The Flagler County Construction Report was provided in the agenda.

Chairperson Gillespie referred to the Williamson Boulevard project from LPGA Boulevard to Strickland Range and asked if this is the extension.

Ms. Winsett replied no; it is the four-laning project.

V. Staff Comments

→ Update on FDOT D-5 Proposed Local Agency Program (LAP) Policy

Ms. Nicoulin stated the FDOT D-5 proposed Local Agency Program (LAP) policy has been discussed before; the TCC is more involved because they are actively involved in the LAP program. Comments were submitted to FDOT by the TPO and a workshop was held in October via a conference call to discuss the policy; FDOT is making some changes based on comments received.

→ Update on Definition of Regional TSM&O Projects

Ms. Nicoulin stated the CFMPOA has a regional transit list and a regional trails list and they are looking to develop a regional TSM&O project list to potentially apply for additional funding. This list will be shared with the TCC members so when they are submitting project applications if a project fits within the regional definition it can also be considered for the regional list. It is not required so if it does not fall within the regional definition it can still qualify for funding through the TPO's normal channels.

→ Announcement of Electric Vehicle Charging Infrastructure Grant

Ms. Nicoulin announced a competitive grant opportunity through FDOT for funding electric vehicle charging infrastructure; the TPO will be looking at this and determine if there is support for a regional effort with other

MPOs. If not, the TPO will coordinate to identify where electric charging stations currently exist; they are looking for locations along the interstates such as I-95 and I-4. The applications are due April 7, 2020; this will be back next month.

Ms. Nicoulin announced the TPO's Annual Planning Retreat will be held on March 27, 2020; it will be held in West Volusia. TPO staff is finalizing the details and the location. The focus of the discussion will be on the three topic areas to help develop the 2045; technology, resiliency and funding.

VI. CAC Member Comments

Ms. Lendian distributed maps of West Volusia to the members and noted the advertisement for the Friends of DeLeon Springs upcoming events including the Spring Festival Cars, Music and Fiber Art Guild on Saturday, March 21, 2020.

Ms. Foltz commented she is very happy with the resurfacing of I-95 from Flagler County to Volusia County.

VII. Information Items

- CAC & TCC Attendance Records
- January 21, 2020 River to Sea TPO Board Meeting Summary
- January TPO Outreach and Events
- 2045 LRTP Subcommittee Report
- 2045 LRTP Survey

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:51 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**MS. NORA JANE GILLESPIE, 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 18, 2020 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 17th day of March 2020.

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

****NOTE: THE FEBRUARY 18, 2020 CAC MINUTES WERE APPROVED AT THE MARCH 17, 2020 CAC MEETING VIA VIRTUAL MEETING AND ARE AWAITING SIGNATURE**