Citizens' Advisory Committee (CAC)  
Meeting Minutes  
February 19, 2019

CAC Members Present:
Sue Habel  
Janet Deyette, Chairperson  
Daniel Klasel, Jr.  
Rob Plympton  
Marcia Stevens-Foltz  
Gilles Blais, Vice Chairperson  
Nora Jane Gillespie  
Bob Storke  
Roger Strcula  
Alan Peterson  
Susan Elliott  
Bobby Ball  
Jack Delaney  
Elizabeth Alicia Lendian  
Melissa Winsett (non-voting)  
John Cotton  
Vickie Wyche (non-voting advisor)

CAC Members Absent:
Ralph Bove  
Faith Alkhatib (non-voting)  
Tisha Peterson  
Joe Villanella (excused)  
Patricia Lipovsky (excused)

Others Present:
Debbie Stewart, Recording Secretary  
Colleen Nicoulin  
Stephan Harris  
Pam Blankenship  
Aarti Sharma  
Roger Schmitt

Representing:
Daytona Beach  
Deltona  
Edgewater  
Flagler Beach  
Flagler County  
Holly Hill  
New Smyrna Beach  
Orange City  
Ormond Beach  
Palm Coast  
Pierson  
Port Orange  
South Daytona  
Volusia County  
Volusia County Traffic Engineering  
Votran (CTC)  
FDOT District 5

Representing:
DeBary  
Flagler County Traffic Engineering  
Flagler County Public Transportation  
Ponce Inlet  
Volusia County

Representing:
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
Florida Concrete & Products

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

Chairperson Deyette 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.

Ms. Nicoulin reminded members to refrain from sidebar conversations while members are speaking and during presentations.

II. Press/Citizen Comments

There were no press/citizen comments.
III. Action Items

A. Review and Approval of January 15, 2019 CAC Meeting Minutes

MOTION: A motion was made by Mr. Storke to approve the January 15, 2019 CAC meeting minutes. The motion was seconded by Mr. Strcula and carried unanimously.

B. Review and Recommend Approval of Resolution 2019-## Updating the Safety Performance Targets

Ms. Nicoulin gave a PowerPoint presentation on the updated 2019 Safety Performance Targets. The TPO is required to adopt safety performance measures for five targets; she reviewed those targets.

Ms. Habel asked what “VMT” was an acronym for; she could not find it on the list of acronyms.

Ms. Nicoulin replied it is vehicle miles travelled. She continued with the presentation and stated last year the TPO adopted the safety targets based on a 2% annual reduction; FDOT adopted a target of zero. Although the TPO supports FDOT’s efforts toward vision zero, after discussion with the advisory committees and TPO Board, we adopted a target we felt it could achieve. The TPO recognizes it cannot influence every factor that contributes to a crash; the TPO has no impact on law enforcement or human behavior. The 2019 targets were set using the same methodology as the 2018 targets in determining targets of a 2% annual reduction of the last known statistics from 2017 of fatalities and serious injuries. The 2018 data is not finalized but the 2017 data has increased; she reviewed the data used to develop the target. She noted that the TPO’s planning area does not cover all of Flagler County and that the data is provided by FDOT on a countywide level.

Mr. Peterson commented that few people in Flagler County live west of US 1; his understanding is that US 1 is included in the TPO’s planning area so if there is a discrepancy in the data, it would be miniscule. He asked how the VMT is calculated by the state.

Ms. Nicoulin replied it is a methodology developed at FDOT’s State Safety Office and is used statewide. The requirement is to measure it based on all public roads; however, data is not collected on local neighborhood roads so it is likely an estimate based on the data available. The data is consistent year-to-year.

Mr. Peterson asked what happens if the TPO does not reach its goal.

Ms. Nicoulin replied that currently, no funding is tied to these goals. The TPO reports its targets to FDOT who reports to the Federal Highway Administration (FHWA); the TPO is a part of FDOT’s target and is helping them to achieve their target.

Discussion continued regarding VMT data.

Mr. Klasek commented that he understands the rates are based on the VMT and that it is driven by the state but there is a key determining factor statewide on how these rates are collected; it is very important that we understand how it is done. He asked if there was a website or any information available that explains how this is done.

Ms. Nicoulin replied the TPO could gather the information from the state Safety Office and follow-up with the members after the meeting. She continued with the presentation.

Mr. Peterson asked when the 2018 data would be available.

Ms. Nicoulin replied the data should be finalized within the next couple of months.

Mr. Peterson asked if it could be presented when it becomes available to see how the TPO did in 2018.

Ms. Nicoulin replied yes.
MOTION: A motion was made by Mr. Storke to recommend approval of Resolution 2019-## updating the safety performance targets. The motion was seconded by Mr. Blais and passed unanimously.

Chairperson Deyette introduced new CAC member, Mr. Daniel Klasel, representing Edgewater.

C. Review and Recommend Approval of Resolution 2019-## Amending the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP)

Ms. Nicoulin stated this amendment to the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP) is adding the SR 44 at Kepler Road Intersection Improvements project in the current year for design. The project has been ranked on the priority project list and this moves it into the design phase.

Ms. Habel asked if the design will be similar to the roundabout in DeLand.

Ms. Nicoulin replied it is unknown; it has not been designed yet. It is moving into the design phase and we do not know yet if they will be widening any of the approaches yet.

Ms. Foltz asked where Kepler Road is located.

Ms. Nicoulin replied it is in DeLand close to I-4 and SR 44.

MOTION: A motion was made by Ms. Gillespie to recommend approval of Resolution 2019-## amending the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP). The motion was seconded by Ms. Habel and passed unanimously.

D. Review and Recommend Approval of Resolution 2019-## 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 the Unified Planning Work Program (UPW) is the TPO’s two-year Work Program listing all activities by tasks that staff will undertake; it identifies required activities, previous activities, deliverables and deliverable dates. The current UPWP took effect July 1, 2018 and an amendment is needed to adjust for things that have occurred since. This amendment includes adding funds received from the Federal Transit Administration (FTA) and from walkability grant the TPO was awarded. She explained the funding, descriptions, changes and a shift of funds. The amendment also adds a task in-house for a “food desert” study. “Food deserts” are areas in the community that do not have access to healthy food choices and possibly includes transportation disadvantaged citizens. The amendment also incorporates a planning study being conducted by Votran; it is being included in the UPWP as an information item in order for Votran to utilize the grant money.

Ms. Habel referred to the “food desert” study and asked if there was additional funding allocated for it.

Ms. Nicoulin replied the funding that is allocated for the study is for staff time.

Ms. Habel asked if the study uncovered a serious deficit where the funding would come from to override the deficit.

Ms. Nicoulin replied the study will be conducted in the second year of the UPWP so if deficiencies are identified, funding would be allocated when the new UPWP is developed.

MOTION: A motion was made by Ms. Gillespie to recommend approval of Resolution 2019-## 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). The motion was seconded by Ms. Lendian and passed unanimously.

F. Appointment of 2019 Transportation Improvement Program (TIP) Subcommittee Members

Chairperson Deyette stated each year the TIP Subcommittee is convened to evaluate priority project applications and to review the Call for Projects process and selection criteria used to develop the TPO’s Project Priority Lists. The TPO staff is seeking volunteers from each advisory committee to participate in this subcommittee.

Ms. Nicoulin stated currently, there are seven CAC members on the TIP Subcommittee. This subcommittee meets following the close of the annual Call for Projects to review the project applications and ranks them for prioritization; they reconvene in the fall to discuss the process and identify potential changes to the process or policies that govern the process. The TPO is asking for retention of the current CAC members if they wish as well as any additional members that would like to participate.

Ms. Foltz, Mr. Klasel and Mr. Strcula volunteered to serve; the current CAC members on the TIP Subcommittee with the exception of Ms. Lipovsky agreed to continue to serve. Ms. Nicoulin will contact Ms. Lipovsky to confirm she wishes to continue to serve on the subcommittee.

MOTION: A motion was made by Ms. Elliott to reappoint Mr. Blais, Mr. Storke, Ms. Lendian, Ms. Gillespie, Ms. Lipovsky, Mr. Ball and Mr. Peterson and to appoint Ms. Foltz, Mr. Klasel and Mr. Strcula to the 2019 Transportation Improvement Program (TIP) Subcommittee. The motion was seconded by Mr. Delaney and carried unanimously.

IV. Presentation Items

A. Presentation and Discussion of 2019 Call for Projects Workshop

TCC Only

B. Presentation and Discussion of Votran’s Service Changes in West Volusia County

(handout)

Mr. John Cotton, Votran, gave a PowerPoint presentation of Votran’s service changes in West Volusia County. Votran operates seven routes on the west side of the county, Monday through Saturday; he reviewed those routes and the service changes and stop locations for routes 21, 22, 23. These routes will no longer go into the Crown Center parking lot; the stops will be relocated to Enterprise Road. He explained the property owner has asked Votran not to stop in front of their stores and explained the new configuration for the stops. He commented that being asked to not enter a parking lot is a growing trend in Volusia County. He reviewed the new route 25 that will operate primarily in the Howland Boulevard corridor and the stops on that route.

Mr. Klasel asked what the driving force was for being asked to leave the parking lot of the Crown Center.

Mr. Cotton replied it was a risk, a liability and because of the maintenance required on the asphalt; parking lots are not made for buses to drive on every hour on the hour. It is mostly liability.

Mr. Klasel asked if it was driven by the risk of insurance.

Mr. Cotton replied they did not go into detail; it is private property.

Ms. Habel asked if there were any statistics to argue the point.
Mr. Cotton replied no; since it is private property, Votran is not arguing the point.

Mr. Peterson asked if Votran could assume the risk.
Mr. Cotton replied Volusia County does not wish to assume that risk.

Ms. Foltz asked if the buses had a pull out where they could get out of the traffic for these stops; a bus bay.

Mr. Cotton replied not for a high density road like this; it is almost impossible for the bus to get back onto the road. He continued with the presentation and stated the new Route 25 will begin on Monday, February 25, 2019. He reviewed the funding for implementation of the new route, drivers and ADA bus stop pads. He announced the new route opens the door for an ADA corridor which is a corridor three-quarters of a mile on each side of the bus route that allows Votran to send paratransit vehicles. Those that live within this ADA corridor can register for Votran’s Gold Service; he noted a medical approval form is required. Votran established 22 ADA compliant stops along Howland Boulevard for this new route.

Chairperson Deyette asked if Votran went into the Center at Deltona.

Mr. Cotton replied Votran established a stop right before the roundabout; there is an accessible path to the center. They do not physically go onto the property. There is no night, Sunday or holiday service for Route 25 at this time. The in-bound and out-bound point for the buses is at Epic Theaters; Votran has a signed agreement with them to come onto the property and develop one stop on the property.

Discussion continued.

C. FDOT Report

The FDOT report was provided in the agenda. Ms. Wyche announced the lights at Orange Camp Road and SR 472 are tentatively set to be activated on Thursday, February 21, 2019.

Ms. Habel referred to page 44 of the agenda and the I-95 widening project; she asked what improvements were being planned for the Bellevue Road and Tomoka Farms Road extension to US 92.

Ms. Wyche replied she would get that information and get back to her.

D. Volusia and Flagler County Construction Reports

Ms. Winsett stated the Volusia County Construction Report is included in the agenda on page 54; several projects have been added to the design phase. She commented the Volusia County Council meeting agenda Item V-B, allows for discussion of the half-cent sales tax for transportation and water infrastructure projects. She referred members to the Volusia County website, www.volusia.org, for the draft lists of projects the county would pursue if the public approves the half-cent sales tax. She noted everything is still a draft at this time.

Ms. Habel asked what kind of public information would be available prior to the vote.

Ms. Winsett replied they are planning on holding town hall meetings in March.

Ms. Habel asked if the half-cent sales tax would only be used for county roads.

Ms. Winsett replied no; it is for all public roads. The cities and county have come together and combined their projects onto one list. The information on the Volusia County website only includes the projects the county is pursuing but every city will receive some of this tax money and will have to submit their project lists to the public also. She is not sure how it is being organized with regards to the cities but the county is going to hold town hall meetings.
Ms. Foltz asked if it is known how the money would be distributed.

Ms. Winsett replied it would be divided amongst the local governments according to population. Mr. Strcula stated that Ormond Beach has determined what they would receive annually based on their population if the tax is passed.

Mr. Ball commented it would be distributed as the gas tax revenue is; the formula is already in place.

Ms. Habel referred to Project 14 under Design on the Volusia County Construction Report and asked if that was for widening.

Ms. Winsett replied yes.

V. **Staff Comments**

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

Ms. Nicoulin stated the SU funding is used on projects programmed from the TPO’s Project Priority List. For this current year, the TPO has programmed all the projects it can that were ready to be programmed. There was a balance left and a request from FDOT was previously discussed to put the funds toward the design of the I-95 and Pioneer Trail interchange; that project will likely come before the committees and TPO Board next month as a TIP amendment.

Ms. Blankenship announced the TPO’s Annual Planning Retreat will be held on Monday, February 25, 2019 from 3:30 pm to 5:30 pm; registration is online at [www.daytonachamber.com](http://www.daytonachamber.com). The topic will be the relationship between transportation and the local economy. The TPO is partnering with the Daytona Beach Chamber of Commerce this year. She announced next week is also “Not So Noisy” Bike Week and the TPO will be at Embry Riddle Aeronautical University, Daytona State University and Bethune Cookman University fitting bike helmets followed by a community bike ride on Saturday, March 2, 2019. She announced Saturday, March 2, 2019 is the Daytona Halifax Area Lions Club Community Health Fair at the Midtown Cultural and Education Center which the TPO will be participating in.

Ms. Nicoulin announced the TPO’s Transit Planner, Mr. Jabari Hampton, had to move out of state and his position is now vacant. Mr. Harris will be managing the transit program until a replacement is hired.

VI. **CAC Member Comments**

Ms. Habel referred to the Annual Planning Retreat speakers and commented that she would like to see more diversity in the speakers.

Mr. Delaney commented the Pike Electric is doing power line work in South Daytona and they are doing a good job.

Ms. Gillespie met with business on the east side of Oak Hill who do not want the SUN Trail to be located where it is being proposed and have hired an attorney; they do not feel their concerns are being heard.

VII. **Information Items**

→ CAC & TCC Attendance Records
→ January 23, 2019 River to Sea TPO Board Meeting Summary
→ January 2019 TPO Outreach and Events
→ TPO Annual Planning Retreat Flyer

VIII. **Adjournment**

There being no further business, the CAC meeting adjourned at 2:19 p.m.
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 19, 2019 regular meeting of the Citizens’ Advisory Committee (CAC), approved and duly signed this 19th day of March 2019.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization
Votran announces changes to West Volusia routes

To meet the needs of a changing community, Votran will make changes to the Routes 20, 21, 22, 23 in February 2019.

Starting on February 25, 2019, Votran routes will no longer go into Crown Center Plaza. Votran Route 20 and 23 will provide service to Crown Center at a new stop located on Enterprise Road, east of the main entrance before continuing to Market Place. Routes 21 & 22 will go north on Enterprise Road then west on Saxon Boulevard to Market Place.

With the closing of the old Deltona Community Center, Votran adjusted the routing of the Routes 21 & 22 in order to serve the Methodist Children’s Home and the community of Enterprise. The change will continue to serve the Providence Boulevard corridor and Thornby Park while opening up new service for the community of Enterprise. New service will begin February 25, 2019.

For more information go to the Votran website at votran.org or call 386-943-7033
**Ride to the Big 5 on Route 25 - The Howland Connector**

The Route 25 can take you to from shopping/entertainment to community events/local government/education to health facilities. Helping you to connect with Deltona and beyond with connections to Votran Routes 21 & 22 at Deltona City Hall. Beginning at Dupont Lakes, Route 25 makes its way west on Howland Boulevard down to Deltona City Hall, The Center at Deltona, Halifax Health-Deltona and Epic Theatres of West Volusia. With multiple stops along the route, getting on the Route 25 is convenient. Let Votran help you get where you want to go in the West Volusia County area and beyond. Service begins February 25, 2019.

To plan your trip, visit votran.org or call 386-943-7033

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**25 Howland Blvd**

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For more information go to the Votran website at votran.org or call 386-943-7033
Concept only. Initial stop will be located on Normandy Blvd. After approval of Use Agreement with Epic Theatres, the interior stop shown will be constructed.

Initial stop location will have concrete ADA pad and sidewalk that will take it to the existing sidewalk into the complex.

Sidewalk into complex.

Route 25 INBOUND
Route 25 OUTBOUND

Accessible Path