Technical Coordinating Committee (TCC)
Meeting Minutes
February 19, 2019

TCC Members Present:	Representing:
Rodney Lucas	Bunnell
Andrew Holmes	Daytona Beach
Arlene Smith	Daytona Beach Int'l Airport
Stewart Cruz	Daytona Beach Shores
Ron Paradise	Deltona
Anna Cava Grosso	DeLand
Darren Lear	Edgewater
Brian Walker	Holly Hill
Rebecca Witte	Lake Helen
Jeff Gove	New Smyrna Beach
Becky Mendez, Vice Chairperson	Orange City
Shawn Finley	Ormond Beach
Jose Papa, Chairperson	Palm Coast
Mark Karet	Pierson
Aref Joulani	Ponce Inlet
Tim Burman	Port Orange
John Dillard	South Daytona
Melissa Winsett	V.C. Traffic Engineering
John Cotton	Votran
Vickie Wyche (non-voting advisor)	FDOT District 5

TCC Members Absent:	Representing:
Laura Dodd	DeBary
Larry Newsom	Flagler Beach
Faith Alkhatib	F.C. Traffic Engineering
Larry LaHue	V.C. Emergency Management
Eric Kozielski (excused)	Volusia County School District

Others Present:	Representing:
Debbie Stewart, Recording Secretary	TPO Staff
Lois Bollenback	TPO Staff
Colleen Nicoulin	TPO Staff
Pam Blankenship	TPO Staff
Stephan Harris	TPO Staff
Marissa Battle	Dewberry
Jim Wood	Kimley-Horn
Andrew Landis	DeBary

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

Chairperson Papa called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:00 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 15, 2019 TCC Meeting Minutes

MOTION: ***A motion was made by Mr. Paradise to approve the January 15, 2019 TCC meeting minutes. The motion was seconded by Mr. Lear 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. She stated 2018 was the first year the TPO adopted the safety targets; it is required to adopt safety performance measures for five targets and she reviewed those targets. FDOT has again adopted a target of zero for all categories for 2019. Last year the TPO adopted an independent target based on a 2% annual reduction for each safety performance measure. Using the same methodology as 2018, the TPO is proposing to adopt targets for 2019 based on a 2% annual reduction. The 2018 data is not finalized but the 2017 data has increased over the 2016 data. She reviewed the data used to develop the target and stated the main goal is to drive the number down. The rates on calculated based on vehicle miles travelled (VMT) and she continued to review the data. The TPO continues to support FDOT with their target of vision zero but consistent with last year the TPO is proposing to establish targets that are attainable. The TPO recognizes it cannot influence every factor that contributes to a crash; it has no impact on law enforcement or human behavior.

Chairperson Papa asked for a definition of serious injuries.

Ms. Nicoulin replied it is a life-changing injury where a person can no longer do the activities previously done; cannot walk, work, etc.

Chairperson Papa referred to the 2% reduction and asked if that was from the previous year or if the TPO was going to look at the five-year rolling average.

Ms. Nicoulin explained how the rolling average was calculated and that it is what it is. The 2% reduction is based on the actual number and the goal is to drive that number down.

Mr. Paradise asked how the targets would be applied or implemented after adoption and how it will affect the day-to-day business of the TPO.

Ms. Nicoulin replied safety criteria are included in the project applications that come in through the annual Call for Projects. When the TPO programs projects it has to indicate to FDOT what performance measure the project is targeting. The TPO completed a safety audit last year analyzing crash data by location and severity; ten intersections and ten roadway sections were identified within the TPO's planning area. The audit also included mitigation strategies to help alleviate safety concerns associated with those crashes. That study provides background information for local municipalities to apply during the Call for Projects or to program improvements based on other funds not through the TPO. The TPO is also proposing to establish a community safety team that will more specifically focus on implementable action. She noted every year new data will be available and the TPO will be able to compare what was previously adopted to what measures and strategies are effective.

MOTION: ***A motion was made by Mr. Lear to recommend approval of Resolution 2019-## updating the Safety Performance Targets. The motion was seconded by Ms. Mendez and carried unanimously.***

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 programs current year dollars for the SR 44 and Kepler Road intersection roundabout for design into the current year of the Work Program.

MOTION: ***A motion was made by Mr. Lear to recommend approval of Resolution 2019-## amending the FY 2018/19 to 2022/23 Transportation Improvement Program (TIP). The motion was seconded by Mr. Holmes and carried 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 (UPWP) is the TPO's two-year Work Program listing all activities by tasks staff will undertake; it identifies required activities, previous activities, deliverables and deliverables dates. The current UPWP took effect July 1, 2018 and an amendment is needed to adjust for things that have occurred since. This amendment adds funds received from the Federal Transit Administration (FTA) and from the 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 include underserved communities and 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.

Mr. Karet asked what communities the TPO will target for the "food desert" study.

Ms. Nicoulin replied the methodology has not yet been developed.

Mr. Paradise asked if the additional $17,799 came out of the Long Range Transportation Plan (LRTP).

Ms. Nicoulin replied the additional funds of $24,683 are coming from additional FTA funds of $17,799 plus funds received for the walkability grant of $6,884.

MOTION: ***A motion was made by Mr. Lear 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 Mr. Walker and carried unanimously.***

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

Ms. Nicoulin stated the Transportation Improvement Program (TIP) Subcommittee convenes after the close of the annual Call for Projects; the applications are ranked and scored based upon criteria for projects to be placed on the List of Priority Projects (LOPP). The TIP Subcommittee reconvenes in the fall to discuss the process and recommend any changes to the policies that govern the process as well as the applications. Currently, there are four TCC members that serve on the TIP Subcommittee and the TPO is requesting reappointment of those members as well as any additional members that would like to serve.

Mr. Paradise, Ms. Winsett and Chairperson Papa stated they would continue to serve on the TIP Subcommittee.

Mr. Walker asked if there could be an additional member from Holly Hill.

Ms. Nicoulin replied yes. She stated Ms. Dodd is also on the TIP Subcommittee but is not in attendance today; she can be reappointed if the committee chooses. She will contact her after the meeting to confirm if she is still interested.

MOTION: ***A motion was made by Mr. Paradise to reappoint Mr. Paradise, Mr. Cheney, Chairperson Papa and Ms. Dodd and to appoint Mr. Walker to the 2019 Transportation Improvement Program (TIP) Subcommittee. The motion was seconded by Mr. Lucas and carried unanimously.***

IV. Presentation Items

A. Presentation and Discussion of 2019 Call For Projects Workshop

Ms. Nicoulin stated the annual Call for Projects opened on January 24, 2019 and will close March 29, 2019; the TPO is accepting applications for Traffic Operations/Safety and Implementation projects, Bicycle/Pedestrian Feasibility and Implementation projects and planning studies. The local match requirement is still a 10% minimum; however, extra points are awarded for municipalities that elect to provide a match higher than the required 10%. The next three years are programmed out for Traffic Operations/Safety projects; however, that does not mean that no projects will be programmed or that money will not become available. This year the TPO is requiring each municipality submit a letter to retain projects they have on the priority list; if they do not want to pursue federal funding, they need to request removal of their projects. The TPO is also requiring updated cost estimates for any project or phase of a project that is not currently programmed. If the project or phase of a project is programmed, any update or increase to the cost estimate will fall into what was adopted last month regarding cost increases versus cost overruns. If there are any questions as members review the priority lists please contact her or Mr. Harris. As a courtesy, the TPO will review applications prior to the application deadline; please provide those applications a week in advance in order for staff to review and provide feedback. A couple of municipalities took advantage of this last year and their applications were well received.

Ms. Grosso asked if the lists of projects were being distributed to the municipalities yet.

Ms. Nicoulin replied not yet.

Ms. Grosso asked when they may be distributed.

Ms. Nicoulin replied within the next week.

Mr. Harris stated the March 29, 2019 deadline for the Call for Projects is 2:00 pm. The TPO is accepting applications only through its file transfer site; one hard copy is still required. No applications will be accepted via email, flash drives or CDs this year. The municipality will receive a confirmation once an application is submitted.

Chairperson Papa asked about the required hard copy and if it could be accepted after the electronic submittal.

Mr. Harris replied as long as it is submitted by 2:00 pm on March 29, 2019.

Ms. Nicoulin stated everything is due by 2:00 pm, March 29, 2019; there is a link within the application to upload it to the TPO's file transfer site.

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 only; 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 discussed 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. He 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 and 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; a medical approval form is required. Votran has established 22 ADA compliant stops along Howland Boulevard for this new route.

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.

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.

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 for this funding.

Ms. Nicoulin announced the TPO's Transit Planner, Mr. Jabari Hampton, had a life-changing event that has caused him to move out of state and has resigned his position. That position is open and the TPO is currently advertising for it; if members know of anyone with experience or a background in transit planning, please direct them to the TPO website. In the meantime, Mr. Harris will be the contact for transit related issues.

Ms. Nicoulin referred to the List of Priority Projects and the way the information is presented and stated the TPO is currently working with FDOT to develop a standard format for all MPO/TPOs. The current formatting will likely change; the information will still be the same but will look different.

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. 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 College 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.

VI. TCC Member Comments

Ms. Winsett announced Volusia County is developing the 2018 Average Annual Daily Traffic (AADT) counts; they have Volusia County and Deltona's counts and requested that cities that have their traffic counts to add to the spreadsheet to send them to the Volusia County Traffic Engineering Department.

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 TCC meeting adjourned at 3:48 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MR. JOSE PAPA, CHAIRPERSON
TECHNICAL COORDINATING COMMITTEE (TCC)

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 Technical Coordinating Committee (TCC), approved and duly signed this 19th day of March 2019.

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

Votran

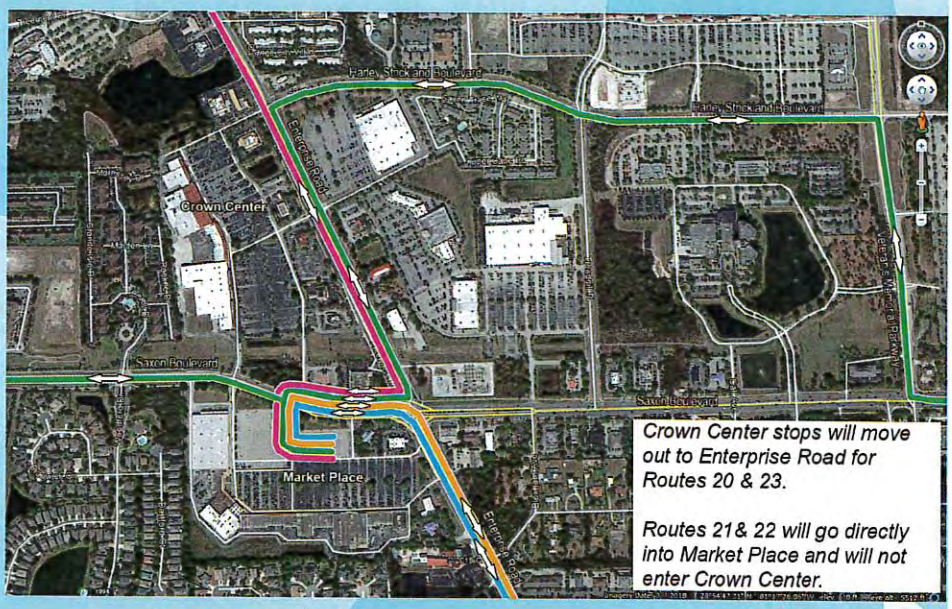
We drive a great bargain

Volusia County FLORIDA — A service of Volusia County Government

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

Votran
We drive a great bargain
A service of Volusia County Government

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

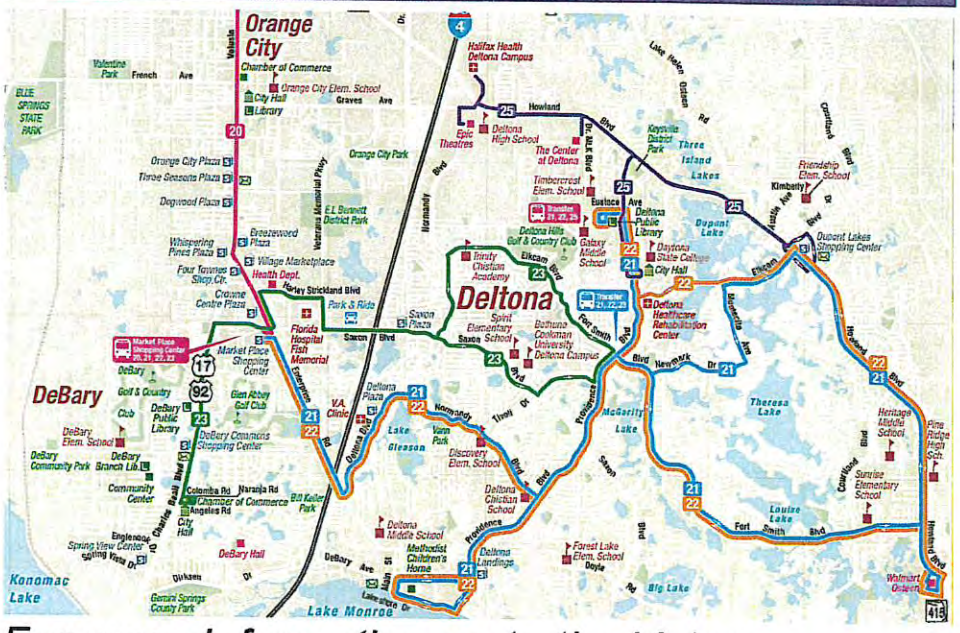
25 Howland Blvd

MON-SAT: Outbound from Dupont Lakes to Epic Theatres

Dupont Lakes	Howland Providence	Deltona City Hall	Deltona City Hall	Community Center	Halifax Hospital	Epic Theatres
7:31	7:41	7:45	7:51	7:55	8:02	8:06
9:01	9:11	9:15	9:21	9:25	9:32	9:36
10:31	10:41	10:45	10:51	10:55	11:02	11:06
12:01	**12:11**	**12:15**	**12:21**	**12:25**	**12:32**	**12:36**
1:31	**1:41**	**1:45**	**1:51**	**1:55**	**2:02**	**2:06**
3:01	**3:11**	**3:15**	**3:21**	**3:25**	**3:32**	**3:36**
4:31	**4:41**	**4:45**	**4:51**	**4:55**	**5:02**	**5:06**
6:01	**6:11**	**6:15**	**6:21**	**6:25**	**6:32**	**6:36**

MON-SAT: Inbound from Epic Theatres to Dupont Lakes

Epic Theatres	Halifax Hospital	Community Center	Deltona City Hall	Dupont Lakes
8:14	8:19	8:24	8:34	8:51
9:44	9:49	9:54	10:04	10:21
11:14	11:19	11:24	11:34	11:51
12:44	**12:49**	**12:54**	**1:04**	**1:21**
2:14	**2:19**	**2:24**	**2:34**	**2:51**
3:44	**3:49**	**3:54**	**4:04**	**4:21**
5:14	**5:19**	**5:24**	**5:34**	**5:51**
6:44	**6:49**	**6:54**	**7:04**	**7:21**



For more information go to the Votran website at votran.org or call 386-943-7033

EXHIBIT A

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.

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

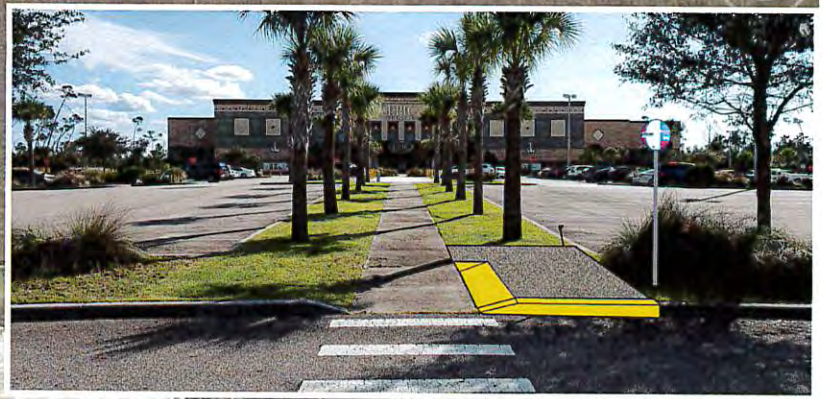
Route 25 INBOUND
Route 25 OUTBOUND

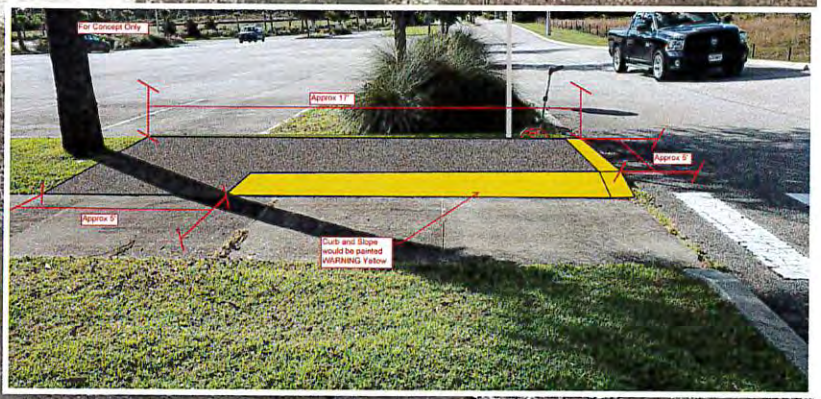
Hollywood Blvd

N Normandy Blvd

Accessible Path

Sidewalk into complex.





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Imagery Date: 3/7/2018 28°56'37.86" N 81°15'06.82" W elev 0 ft eye alt 1792 ft