

**Technical Coordinating Committee (TCC)  
Meeting Minutes  
February 20, 2024**

**TCC Members Physically Present:**

Brian Woodworth  
Gwyn Herstein  
Caryn Miller  
Simone Kenny  
Hamid Tabassian  
Brian Walker, Chairperson  
Shane Corbin  
Phong Nguyen  
Mark Karet  
Tim Burman  
Ralf Heseler  
Kia Powell (non-voting advisor)

**TCC Members Virtually Present:**

Marcus DePasquale  
Steven Bapp  
Jessica Entwistle  
Jonathan Lord  
Patty Rippey  
Omar Atallah  
Jay Williams

**TCC Members Absent:**

Belinda Williams-Collins  
Roy Sieger  
Trevor Martin  
Lee Evett  
Becky Mendez, Vice Chairperson (excused)  
Shawn Finley  
Adam Thornton (excused)  
Becky Witte

**Others Physically Present:**

Donna King, Recording Secretary  
Pamela Blankenship  
Colleen Nicoulin  
Stephan Harris

**Representing:**

Daytona Beach Alternate  
Daytona Beach Shores  
Flagler Beach  
Flagler County  
Flagler County Traffic Engineering  
Holly Hill  
New Smyrna Beach  
Palm Coast  
Pierson  
Port Orange  
Volusia County Transit Services  
FDOT

**Representing:**

Bunnell  
DeBary  
Deltona  
Flagler County Emergency Mgmt.  
Ponce Inlet  
VC Traffic Engineering  
VC Traffic Engineering Alternate

**Representing:**

DeLand  
Flagler County Aviation  
Flagler County Transit  
Lake Helen  
Orange City  
Ormond Beach  
South Daytona  
South Daytona Alternate

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff

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

Technical Coordinating Committee (TCC) Chairperson Walker called the River to Sea Transportation Planning Organization (TPO) TCC meeting to order at 3:00 p.m. The roll was called and it was determined that a quorum was physically present. The meeting was held in a hybrid format with eleven voting members physically present and seven voting member virtually present.

The Pledge of Allegiance was given.

**MOTION:**            *A motion was made by Mr. Heseler to allow members attending virtually to participate and vote. The motion was seconded by Mr. Karet and carried unanimously.*

**II. Public Comment/Participation**

There were no public comments.

### III. Action Items

#### A. Review and Approval of the January 16, 2024 TCC Meeting Minutes

**MOTION:** *A motion was made by Ms. Miller to approve the January 16, 2024 TCC minutes. The motion was seconded by Mr. Nguyen and carried unanimously.*

#### B. Review and Recommend Approval of Resolution 2024-## Amending the Connect 2045 Long Range Transportation Plan (LRTP) (ROLL CALL VOTE REQUIRED)

Ms. Nicoulin provided detailed information regarding the amendment to the LRTP which adds the I-4 Connector and US 92 Interchange Modification and Improvement Project as a developer-funded project to the Strategic Intermodal System (SIS) Cost Feasible Plan. The proposed amendment has been out for public comment; none have been received to date.

Ms. Nicoulin answered TCC members' questions regarding the cost of the project.

**MOTION:** *A motion was made by Ms. Miller to recommend approval of Resolution 2024-## amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Mr. Karet and carried unanimously by roll call vote.*

#### C. Review and Recommend Approval of Resolution 2024-## Amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) (ROLL CALL VOTE REQUIRED)

Ms. Nicoulin provided detailed information regarding the amendment to the TIP which included two railroad safety projects.

**MOTION:** *A motion was made by Mr. Nguyen to recommend approval of Resolution 2024-## amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Ms. Miller and carried unanimously by roll call vote.*

#### D. Review and Recommend Approval of the Draft FY 2024/25 and FY 2025/26 Unified Planning Work Program (UPWP) for FDOT/FHWA Review

{Handout Provided}

Ms. Nicoulin provided in-depth details of the UPWP amendment. She explained the UPWP activities and the process of approval. She noted the revisions to the task activities list and explained the process that will take place after the approval. She noted that the number of tasks has been reduced. She discussed the funding allocations: the Consolidated Planning Grant; FTA grants; PL funds; SU funding; SS4A funds; transit activities; and feasibility studies. She provided details of the de-obligation process and explained how unused funding rolls into the following year.

Ms. Nicoulin answered TCC members' questions regarding Priority Projects being listed in the UPWP; when the fiscal year starts; if the SS4A grant will look at all of Flagler County in terms of modeling, and when the LRTP will start.

**MOTION:** *A motion was made by Mr. Nguyen to recommend approval of the Draft FY 2024/25 and FY 2025/26 Unified Planning Work Program (UPWP) for FDOT/FHWA review. The motion was seconded by Mr. Karet and carried unanimously.*

#### E. Appointment/ Reappointment of 2024 Transportation Improvement Program (TIP) Subcommittee Members

Ms. Nicoulin provided in-depth details of the TIP Subcommittee's responsibilities and how often the meetings occur. She asked for volunteers to serve as well as if the current members wanted to be reappointed.

**MOTION:** *A motion was made by Ms. Herstein to appoint Hamid Tabassian; reappoint Caryn Miller, Phong Nguyen, Brian Walker, and Jay Williams; and appoint Simone Kenny as alternate for Hamid Tabassian, Omar Attallah as alternate for Jay Williams, and Jose Papa as alternate for Phong Nguyen to the 2024 Transportation Improvement Program (TIP) Subcommittee. The motion was seconded by Mr. Walker and carried unanimously.*

**IV. Presentation Items**

**A. FDOT Report**

Ms. Kia Powell provided details of the FDOT report included in the agenda and announced the most up-to-date project information can be found at [www.cflroads.com](http://www.cflroads.com). She announced the FDOT Strategic Safety Plan Workshop would be held on February 27 in Titusville from 1:30 pm to 3:30 pm for the TCC members to attend.

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

The Volusia County and Flagler County Construction Reports were provided in the agenda.

**V. Staff Comments**

Ms. Nicoulin mentioned the FDOT Strategic Safety Plan Workshop being held on February 27 in Titusville. She also stated that Ms. Bobo will be providing a presentation to the TCC in the next couple of months on the results of the workshop. She noted the TPO's Call for Projects closes on February 29, 2024, and an updated Priority List will be presented in May. Once applications have been uploaded, a confirmation will be provided.

**VIII. TCC Member Comments**

There were no TCC member comments.

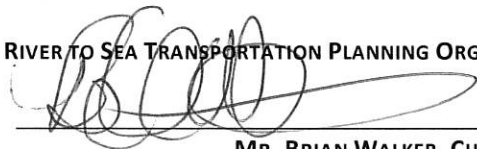
**VIII. Information Items**

- CAC & TCC Attendance Records
- River to Sea TPO Outreach and Events
- Upcoming River to Sea TPO Events
- TPO Board Meeting Summary

**VIII. Adjournment**

There being no further business, the TCC meeting adjourned at 3:53 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



MR. BRIAN WALKER, 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 20, 2024 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 19<sup>th</sup> day of March 2024.



DONNA KING, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**\*\* A recording of the February 20, 2024 TCC meeting is available upon request.**