

MARCH 23, 2022 MEETING MINUTES
OF THE
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

TPO Board Members Physically Present:

Commissioner Stacy Cantu
Mayor Karen Chasez
Commissioner Chris Cloudman, 2nd Vice Chairperson
Commissioner James Sherman*
Councilwoman Christine Power
Commissioner Roy Johnson
Vice Mayor Bill Lindlau**
Council Member Jeff Allebach
Mayor Bill Partington
Commissioner Jason McGuirk
Mayor David Alfin
Vice Mayor Gary Smith*
Council Member Reed Foley
Councilman Eric Sander
Council Chair Jeff Brower
Council Vice Chair Barbara Girtman, 1st Vice Chairperson
Council Member Billie Wheeler, Chairperson
Anna Taylor (non-voting)

TPO Board Members Virtually Present:

Council Member Richard Bryan*
Commissioner Victor Ramos
Council Member Danny Robins
Dr. Jason Aufdenberg (non-voting)

TPO Board Members Absent

Commissioner Jeffrey Schuitema*
Vice Mayor John Rogers*
Commissioner Joe Mullins
Commissioner Rick Basso*
Mayor Samuel Bennett*
Council Member Heather Post (excused)
Ruben Colón (non-voting)
Kerry Karl (non-voting)
Becky Mendez (non-voting)

*** Non-voting member in the Small City Alliance**

**** Voting member for the Small City Alliance**

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Rakinya Hinson
Chris Barone
Gary Huttman
Bobbie King
Jay Williams
Ben Bartlett
Jon Cheney

Representing:

Daytona Beach
DeBary
DeLand
Flagler Beach
Edgewater
Holly Hill
Oak Hill
Orange City
Ormond Beach
New Smyrna Beach
Palm Coast
Ponce Inlet
Port Orange
South Daytona
Volusia County
Volusia County District 1
Volusia County, District 2
FDOT

Representing:

Daytona Beach Shores
Deltona
Volusia County, District 3
BPAC Chairperson

Representing:

Beverly Beach
Bunnell
Flagler County
Lake Helen
Pierson
Volusia County, District 4
Volusia County School Board
CAC Chairperson
TCC Chairperson

Representing:

TPO Staff
TPO Staff
FDOT
FDOT
MetroPlan Orlando
Volusia County
Volusia County
Volusia County Public Works
Volusia County Traffic Engineering

Others Physically Present:

Kelvin Miller
Ralf Heseler

Representing:

Votran
Votran

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
April Bacchus
Jim Martin

Representing:

TPO Staff
TPO Staff
ETM, Inc.
Federal Highway Administration

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Board was called to order at 9:00 a.m. by TPO Chairperson Billie Wheeler. The roll was called and it was determined a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 15 voting and three non-voting members physically present; and with two voting and two non-voting members attending remotely.

MOTION: *A motion was made by Commissioner McGuirk to allow TPO Board members attending remotely due to COVID-19 precautions to participate and vote. The motion was seconded by Councilman Sander and carried unanimously.*

II. Pledge of Allegiance

The Pledge of Allegiance was given.

III. Public Comment/Participation

There were no public comments.

IV. Consent Agenda

- A. February 23, 2021 River to Sea TPO Board Meeting Minutes
- B. Treasurer's Report
- C. Executive Committee Report
- D. Executive Director Search Committee Report
- E. Bicycle and Pedestrian Advisory Committee (BPAC) Report
- F. Citizens Advisory Committee (CAC) Report
- G. Technical Coordinating Committee (TCC) Report
- H. River to Sea TPO Board (R2CTPO) Report
- I. Executive Director Timesheet Review Report

MOTION: *A motion was made by Commissioner McGuirk to approve the Consent Agenda. The motion was seconded by Councilwoman Power and carried unanimously.*

V. Action Items**A. Review and Approval of Resolution 2021-05 Amending the Connect 2045 Long Range Transportation Plan (LRTP) (Roll Call Vote Required)**

Ms. Nicoulin explained this amendment advances funding for two interchange projects on I-95; LPGA Boulevard and US 1. It advances design into the current year, adds right-of-way funding to the 2026/2030 band year and extends the limits of the LPGA Boulevard project from US 92 to Williamson Boulevard; the current limits are just east of Champions Drive. Both projects are in the Connect 2045 LRTP; this amendment matches the funding and years. The money to advance these project phases came from stimulus funding; construction is not yet funded. This amendment also provides consistency with the Transportation Improvement Plan (TIP). The amendment has been open for a 30-day public review period; a few public comments have been received and all but one were in favor of the projects; one felt there are other needs outside of the US 1 interchange that are needed but that the aging interchange is a safety issue.

Commissioner Cloudman referred to the comment not in favor of the US 1 interchange project and asked if any specific projects that may already be in the plan were mentioned.

Ms Nicoulin replied they indicated Granada Boulevard in Ormond Beach as well as extending Tomoka Farms Road from Granada Boulevard to LPGA Boulevard were higher priorities.

Volusia County Council Chair Brower commented that this amendment advances design and right-of-way; he asked how this will affect a construction date and if we can anticipate it moving forward as a result of this amendment.

Ms. Nicoulin replied that there are a number of phases that have to occur prior to construction; this amendment advancing those phases puts the project in line and ready should construction funding becomes available.

MOTION: *A motion was made by Vice Mayor Lindlau to approve Resolution 2022-05 amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Commissioner Cantu and carried unanimously by a roll call vote.*

B. Review and Approval of Resolution 2022-06 Amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) and Authorizing the De-Obligation of Urban Attributable (SU) Funds from the Current Fiscal Year (Roll Call Vote Required)

Chairperson Wheeler stated the de-obligation of planning funds releases federal funds that were previously authorized but not expended by the TPO. Funds that are de-obligated in the second year of the two-year UPWP are made available for use in the first year of the new UPWP.

Ms. Nicoulin explained every two years when the TPO closes out a UPWP cycle, staff reviews the expenditure of funds and identifies funds we do not anticipate spending down before the end of the fiscal year. Once those funds are identified, the TPO goes through a de-obligation process which releases those funds from the current year and makes them available in the first year of the new UPWP. If the funds are not de-obligated they will be available in the second year of the new UPWP. This is de-obligating SU funds that are used for planning and feasibility studies; the request is to de-obligate \$76,900 in SU funds from the current fiscal year.

MOTION: *A motion was made by Council Vice Chair Girtman to approve Resolution 2022-06 amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) and authorizing the de-obligation of Urban Attributable (SU) funds from the current fiscal year. The motion was seconded by Commissioner McGuirk and carried unanimously by a roll call vote.*

C. Review and Approval of the Draft FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) for FDOT/FHWA Review

Ms. Nicoulin explained the UPWP is the TPO's two-year work program which identifies tasks, activities, projects and deliverables staff will be undertaking over the next two years. The draft tasks for the new UPWP were discussed last month as well as the estimated funding allocations. There was discussion last month regarding the requirement that the TPO spend down 80% of PL funds in the current UPWP in order for SU funds to be able to be flexed in the new UPWP; it was questioned if we were close to spending down 80% and if not if there was a strategy to ensure we do. Since then, the expenditures were reviewed and it is expected that the TPO will spend down 90% of those funds which allows us to use the SU funds for planning in the new UPWP. She reviewed the estimated funding allocations for FY 2022/23 and 2023/24. The TPO operates under a number of grants and this year we are going to a consolidated planning grant which combines planning (PL) funds and SU funds with Federal Transit Administration (FTA) funds into one grant which will provide better grant management.

Ms. Nicoulin stated the draft tables of tasks and deliverables for the new UPWP were discussed last month and have since been refined; she reviewed the changes from last month including changes to the administration of the Central Florida MPO Alliance (CMFPOA) task. The draft UPWP will be opened for a 30-

day public comment period through April 25, 2022; any comments received from the public, FDOT, and FHWA will be incorporated into the final document which will be back for adoption in May.

MOTION: *A motion was made by Commissioner Cloudman to approve the draft FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) for FDOT/FHWA review. The motion was seconded by Council Vice Chair Girtman and carried unanimously.*

D. Review and Approval of a Budget Increase for Candidate Travel Expenses Associated with Executive Director Final Candidate Interviews

Chairperson Wheeler stated the Executive Director Search Action Plan was approved by the TPO Board on July 23, 2021 and authorized the Executive Director Search Committee (EDSC) to incur fees for expenses associated with the Executive Director search. A budget increase is being requested for candidate travel expenses associated with the final candidate interviews.

Ms. Nicoulin explained that when the budget was initially set for the Executive Director search it included funds for the recruitment firm, advertisement of the position and travel for the final candidates. At that time, we did not know how many final candidates there would be or where they would be traveling from; four of the five final candidates are out of state and one is in-state. The TPO had anticipated using local funds but has worked with FDOT and the expenses are eligible for federal reimbursement so we can use PL funds. The EDSC elected to bring five final candidates in for interviews; however, due to a work commitment, one candidate will participate virtually so will not incur any travel expenses. The other candidates' travel expenses will exceed the \$5,000 originally budgeted. All travel expenses are required to comply with the TPO and state policies. This request is to increase the budget for travel expenses for the final candidates by \$5,000 to not to exceed \$10,000.

Members discussed the proposed budget increase, the candidates and anticipated travel expenses that could be incurred; they agreed to increase the budget by \$10,000 to not exceed \$15,000 for travel expenses for the final candidates.

MOTION: *A motion was made by Council Member Allebach to approve a budget increase not to exceed \$15,000 for candidate travel expenses associated with Executive Director final candidate interviews. The motion was seconded by Council Vice Chair Girtman and carried unanimously.*

VI. Presentations and Discussion Items

A. Presentation and Discussion of Updates to the R2CTPO's Title VI and Limited English Proficiency (LEP) Plans

Ms. Blankenship explained the Title VI and Limited English Proficiency (LEP) Plans are reviewed each year and updated every two years. The Title VI Plan establishes procedures to ensure the TPO complies with federal and state statutes and regulations regarding discrimination. She reviewed the updates to the Title VI Plan which were minor. Complaint forms in English and Spanish are included in the Title VI Plan. The LEP ensures the TPO recognizes the needs of LEP members of our community, that we implement a plan to communicate effectively, and ensures reasonable access to the TPO's processes, information and decision-making. She reviewed the updates to the LEP Plan and explained the data will be updated to the 2016-2020 American Community Survey data next month. Both documents require a 30-day public notice that will open today and run through April 23, 2022. They will be back next month for review and approval.

B. Presentation and Discussion of the 2022 Annual Call for Projects and Project Priority Process

Chairperson Wheeler stated each year, the TPO develops a series of project lists that show the transportation priorities for the planning area. These priorities are used by FDOT to program state and federal transportation funds.

Ms. Nicoulin reviewed the annual cycle of the priority process and explained this is how the TPO communicates to FDOT what our priorities are. She announced the Call for Projects closed at the end of February; a total of 13 project applications were received of which seven were bicycle/pedestrian and six were traffic operations.

The TPO will be convening the subcommittees to review and rank the project applications; the BPAC Project Review Subcommittee will meet later today and the TIP Subcommittee will meet the first or second week in April. Once the applications are reviewed and ranked based on the established criteria, the projects are then incorporated into the priority list which will be adopted in June. She reviewed the project applications received this year through the Call for Projects.

C. FDOT Report

Ms. Taylor introduced Ms. Chris Barone, recently promoted to the DeLand Operations Engineer who will be overseeing all maintenance and construction. She provided highlights from the FDOT report; including a resurfacing project from the Brevard County line to South Street, and a wrong way driving system being installed at the SR 44/I-95 interchange. She announced that the St. John's River to Sea Loop Alliance held their annual Spring to Spring Ride on Sunday in DeBary at Gemini Springs Park.

Vice Mayor Lindlau asked when the resurfacing project from the Brevard County line to South Street will begin. He also asked about the wrong way driving technology.

Ms. Taylor replied the resurfacing project started on March 21, 2022. FDOT D-5 recently opened the Regional Traffic Management Center at SR 417 and I-4 in Seminole County; they headquarter there with the Florida Highway Patrol (FHP). She explained how the new wrong way driving technology works. FDOT has been incorporating this technology in bundling packages along I-4. As we move forward, FDOT will try to incorporate this technology in other bundled projects.

VII. Interim Executive Director's Report

Ms. Nicoulin provided an update on the Executive Director search; in-person interviews will be held with the five final candidates on March 31, 2022 and April 1, 2022. There will be a "Meet and Greet" on March 31, 2022 at the Dennis R. McGee Room at the Daytona International Airport on March 31, 2022 from 5:00 pm to 6:30 pm; it will be open to the public and stakeholders. The interviews on April 1, 2022 will also be held as a public meeting. On the first day of interviews on March 31, 2022 community tours will be provided by Volusia County to showcase the planning area and current projects. She asked members to RSVP to Pam Blankenship if they plan to attend the "Meet and Greet".

Chairperson Wheeler noted the EDSC members will meet one-on-one with the individual candidates; she encouraged board members to attend the "Meet and Greet" and invite their staff. She reminded members of the challenges Ms. Nicoulin has overcome this year as well as coordinating the Executive Director search; she commended Ms. Nicoulin and the rest of the TPO staff for a job well done.

VIII. River to Sea TPO Board Member Comments

Vice Mayor Smith announced Ponce Inlet now has two license plate readers and they are checking license plates on vehicles traveling in and out of the town; their concern has been no insurance and/or outstanding warrants. They have on average caught one person per day since installed.

Commissioner Johnson referred to the US 1/I-95 interchange and suggested FDOT or an engineer look at the traffic light coming out of Love's Truck Stop and the wooded area for sale to solve the problem.

Mayor Alfin announced the city of Palm Coast is now fully staffed; the City Manager position has been filled internally and the vacant City Council seat was temporarily filled yesterday until the November election; the appointee is not going to run for the seat.

Commissioner Cantu referred to the new bike path being installed along SR 400 from Andros Isle to Woodcrest Drive and asked if the concrete power poles will be boxed since it is in the middle of the trail.

Ms. Nicoulin will look into it and get back to her.

Vice Mayor Lindlau announced that the city of Oak Hill received \$3 million in appropriations for the septic to sewer project.

Commissioner Cloudman announced that DeLand is hosting the Wildflower Festival this weekend, an outdoor art festival, a block party in downtown DeLand on Saturday night, the Parachutes for Patriots who are bring wounded warriors in to jump from planes via Skydive DeLand and bull riding Saturday night at the fairgrounds.

Councilwoman Power announced the sidewalk project on SR 442 is being installed and will connect to the trail.

Mayor Partington referred to golf carts in certain neighborhoods within Ormond Beach and that it seems to slow the traffic down.

Mayor Chasez added that DeBary has an ordinance regarding golf carts and they have been educating the public regarding their use. The city is continuing to work on the acquisition of 170 acres of park land.

County Chair Brower stated the county is working on a lot of things including the new Amazon distribution center and what will happen with the traffic patterns there. He commented on Big John's absence today and that Big John cares deeply about the whole county, especially about roads and bridges. He is still on the radio three days a week and suggested board members reach out and acknowledge his absence; he adds a lot to the discussion and has a wealth of knowledge.

Council Member Foley announced Port Orange is hosting the Spring Brew and Food Fest this weekend at the City Center; there will be food trucks, craft beer and things for the kids.

Commissioner Sherman stated the Flagler Beach City Council will be voting on the new hotel coming to the city tomorrow night; it will be a Margaritaville style hotel. He noted that traffic patterns around the city will change. He stated a pedestrian was killed Monday night on SR A1A at the south end of Flagler Beach near Gamble Rogers Park; the lighting in that area needs improving. The residents are pushing for a lower speed limit along that roadway as well; in certain sections the speed limit is 45 mph. FDOT was at the last council meeting to review some of the crosswalks and lighting.

Councilman Sander announced there are some exciting projects coming along the river in South Daytona as well as the former cement plant on US 1 is going to be a very attractive development.

Council Vice Chair Girtman referred to the St. John's River to Sea Alliance Spring to Spring Ride this past Sunday and noted that Ms. Maggie Ardito coordinated that event; she also noted that 50% of attendees were from outside the area.

Chairperson Wheeler announced that Daytona Beach Shores is holding their monthly free concert this Friday at the Pavilion. She added that she has received several comments about Ponce Inlet's pedestrian flags that help people cross SR A1A and that they do help; she asked if the flags were a city solution or an FDOT solution.

Vice Mayor Smith replied it was the brain child of the former Police Chief; the flags do seem to help alert vehicles that people want to cross.

IX. River to Sea TPO Chairperson Comments

There were no TPO Chairperson comments.

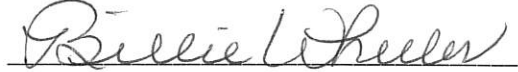
X. Information Items

- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Report – 2022
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2022
- February TPO Outreach and Activities
- Volusia and Flagler County Construction Reports

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:14 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**VOLUSIA COUNTY COUNCIL MEMBER BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO**

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the March 23, 2022 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 27th day of April 2022.



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

**** A recording of the ~~February~~ 23, 2022 TPO Board meeting is available upon request.**
march

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

ROLL CALL VOTE SHEET

UPWP AMENDMENT

MEETING DATE:
MEETING TIME:
MEETING LOCATION:

MARCH 23, 2022
9:00 A.M.
RIVER TO SEA TPO CONFERENCE ROOM
2570 W. INTERNATIONAL SPEEDWAY BLVD., SUITE 100
DAYTONA BEACH, FL 32114

QUORUM: 10 MEMBERS: YES / NO

REPRESENTING:

DAYTONA BEACH
DEBARY
DELAND
DELTONA
EDGEWATER
FLAGLER COUNTY
HOLLY HILL
NEW SMYRNA BEACH
ORANGE CITY
ORMOND BEACH
PALM COAST
PORT ORANGE
SOUTH DAYTONA
VOLUSIA COUNTY
VOLUSIA COUNTY
VOLUSIA COUNTY
VOLUSIA COUNTY
VOLUSIA COUNTY

TPO MEMBER:

COMMISSIONER CANTU
MAYOR CHASEZ
COMMISSIONER CLOUDMAN
COMMISSIONER RAMOS
COUNCILWOMAN POWER
COUNCIL MEMBER MULLINS
COMMISSIONER JOHNSON
COMMISSIONER MCGUIRK
COUNCIL MEMBER ALLEBACH
MAYOR PARTINGTON
MAYOR ALFIN
COUNCIL MEMBER FOLEY
COUNCILMAN SANDER
COUNCIL MEMBER GIRTMAN
COUNCIL MEMBER ROBINS
COUNCIL MEMBER POST
VOLUSIA COUNTY COUNCIL CHAIR BROWER
COUNCIL VICE CHAIR WHEELER

YES NO

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SMALL CITY ALLIANCE

BEVERLY BEACH
BUNNELL
DAYTONA BEACH SHORES
FLAGLER BEACH
LAKE HELEN
OAK HILL
PIERSON
PONCE INLET

COMMISSIONER SCHUITEMA
VICE MAYOR ROGERS
COUNCIL MEMBER BRYAN
COMMISSIONER SHERMAN
COMMISSIONER BASSO
VICE MAYOR LINDLAU**
MAYOR BENNETT
COUNCIL MEMBER ISRAEL (VM PARITSKY)

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TPO STAFF:

DEBBIE STEWART
PAMELA BLANKENSHIP
STEPHAN HARRIS
COLLEEN NICOLIN

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RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

ROLL CALL VOTE SHEET

LRTP AMENDMENT

MEETING DATE:
MEETING TIME:
MEETING LOCATION:

MARCH 23, 2022
9:00 A.M.
RIVER TO SEA TPO CONFERENCE ROOM
2570 W. INTERNATIONAL SPEEDWAY BLVD., SUITE 100
DAYTONA BEACH, FL 32114

QUORUM: 10 MEMBERS: YES / NO

YES / NO

<u>REPRESENTING:</u>	<u>TPO MEMBER:</u>	<u>YES</u>	<u>NO</u>
DAYTONA BEACH	COMMISSIONER CANTU	✓	/
DEBARY	MAYOR CHASEZ	✓	/
DELAND	COMMISSIONER CLOUDMAN	✓	/
DELTONA	COMMISSIONER RAMOS	✓	/
EDGEWATER	COUNCILWOMAN POWER		/
FLAGLER COUNTY	COUNCIL MEMBER MULLINS		/
HOLLY HILL	COMMISSIONER JOHNSON	✓	/
NEW SMYRNA BEACH	COMMISSIONER MCGUIRK	✓	/
ORANGE CITY	COUNCIL MEMBER ALLEBACH	✓	/
ORMOND BEACH	MAYOR PARTINGTON	✓	/
PALM COAST	MAYOR ALFIN	✓	/
PORT ORANGE	COUNCIL MEMBER FOLEY	✓	/
SOUTH DAYTONA	COUNCILMAN SANDER	✓	/
VOLUSIA COUNTY	COUNCIL MEMBER GIRTMAN	✓	/
VOLUSIA COUNTY	COUNCIL MEMBER ROBINS	✓	/
VOLUSIA COUNTY	COUNCIL MEMBER POST		/
VOLUSIA COUNTY	VOLUSIA COUNTY COUNCIL CHAIR BROWER	✓	/
VOLUSIA COUNTY	COUNCIL VICE CHAIR WHEELER	✓	/

SMALL CITY ALLIANCE

BEVERLY BEACH	COMMISSIONER SCHUITEMA		/
BUNNELL	VICE MAYOR ROGERS		/
DAYTONA BEACH SHORES	COUNCIL MEMBER BRYAN		/
FLAGLER BEACH	COMMISSIONER SHERMAN		/
LAKE HELEN	COMMISSIONER BASSO		/
OAK HILL	VICE MAYOR LINDLAU**	✓	/
PIERSON	MAYOR BENNETT		/
PONCE INLET	COUNCIL MEMBER ISRAEL (VM PARITSKY)		/

TPO STAFF:

DEBBIE STEWART		/
PAMELA BLANKENSHIP		/
STEPHAN HARRIS		/
COLLEEN NICOLIN		/