



MEETING AGENDA

Please be advised that the River to Sea Transportation Planning Organization (TPO) **CITIZENS ADVISORY COMMITTEE (CAC) & TECHNICAL COORDINATING COMMITTEE (TCC)** will be meeting on:

DATE: Tuesday, April 19, 2022
TIME: 1:15 P.M. (CAC) & 3:00 P.M. (TCC)
PLACE: River to Sea TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

Masks are requested to be worn by those physically present according to CDC guidelines

NOTE:
Microsoft Teams has been established for remote participation.

CAC & TCC Meetings

Tuesday, April 19, 2022 at 1:15 pm and 3:00 pm EDT respectively

[Click here to join the meeting](#)

Or call in (audio only)

+1 561-484-5911 447781596# United States, West Palm Beach

Phone Conference ID: 447 781 596#

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Ms. Kerry Karl, CAC Chairperson

Ms. Becky Mendez, TCC Chairperson

CAC & TCC AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE
- II. PUBLIC COMMENT/PARTICIPATION *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- III. ACTION ITEMS
 - A. REVIEW AND APPROVAL OF THE FEBRUARY 15, 2022 TCC MEETING MINUTES (TCC ONLY)
(Contact: Debbie Stewart) (Enclosure, pages 3-7)

Beverly Beach	DeBary	Flagler Beach	New Smyrna Beach	Palm Coast	South Daytona
Bunnell	DeLand	Flagler County	Oak Hill	Pierson	Volusia County
Daytona Beach	Deltona	Holly Hill	Orange City	Ponce Inlet	
Daytona Beach Shores	Edgewater	Lake Helen	Ormond Beach	Port Orange	

III. ACTION ITEMS *(Continued)*

- B. CONFIRM TCC MEMBER APPOINTMENT TO SERVE ON THE CONSULTANT SELECTION COMMITTEE FOR THE GENERAL PLANNING CONSULTANT (GPC) (TCC ONLY)** *(Contact: Colleen Nicoulin) (Enclosure, page 8)*
- C. REVIEW AND APPROVAL OF THE MARCH 15, 2022 CAC/TCC MEETING MINUTES** *(Contact: Debbie Stewart) (Enclosure, CAC pages 9-15; TCC pages 9, 16-20)*
- D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## ADOPTING THE RIVER TO SEA TPO'S TITLE VI PLAN** *(Contact: Pam Blankenship) (Enclosure, pages 21-23)*
- E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## ADOPTING THE RIVER TO SEA TPO'S LIMITED ENGLISH PROFICIENCY (LEP) PLAN** *(Contact: Pam Blankenship) (Enclosure, pages 24-26)*

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF UPDATES TO THE FLORIDA GREENWAYS AND TRAILS SYSTEM (FGTS) PLAN AND MAPS** *(Contact: Stephan Harris) (Enclosure, pages 27-37)*
- B. PRESENTATION AND DISCUSSION OF THE CURRENT STATUS OF THE FLAGLER COUNTY TRANSIT DEVELOPMENT PLAN (TDP)** *(Contact: Stephan Harris) (Enclosure, pages 38-47)*
- C. PRESENTATION AND DISCUSSION OF UPDATES TO THE RIVER TO SEA TPO'S PUBLIC PARTICIPATION PLAN (PPP)** *(Contact: Stephan Harris) (Enclosure, page 48)*
- D. FDOT REPORT** *(Contact: Anna Taylor, FDOT District 5) (Enclosure, pages 49-52)*
- E. VOLUSIA COUNTY AND FLAGLER COUNTY CONSTRUCTION REPORTS** *(Contact: Volusia County & Flagler County Traffic Engineering) (Enclosure, pages 53--55)*

V. STAFF COMMENTS *(Enclosure, page 56)*

VI. CAC/TCC MEMBER COMMENTS *(Enclosure, page 56)*

VII. INFORMATION ITEMS *(Enclosure, pages 56-63)*

- CAC & TCC Attendance Records
- March/April TPO Outreach and Events
- TPO Board Report
- St. Johns River to Sea Loop Alliance Earth Day Trail Day on the A1A Flyer
- Florida Department of Health Family Fun Day Flyer

VIII. ADJOURNMENT *(Enclosure, page 56)*

****The next CAC and TCC meetings will be on Tuesday, May 17, 2022****

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

If any person decides to appeal a decision made by this board with respect to any matter considered at such meeting or hearing, he/she will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such person will want to ensure that a verbatim record of the proceedings is made.

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org. Persons who require translation services, which are provided at no cost, should contact the River to Sea TPO at (386) 226-0422 or by email at PBlankenship@r2ctpo.org at least five (5) business days prior to the event.

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF FEBRUARY 15, 2022 TCC MEETING MINUTES (TCC ONLY)

Background Information:

Minutes are prepared for each TCC meeting and said minutes must be approved by the committee.

Since a physical quorum was not present at the March 15, 2022 TCC meeting, action could not be taken to approve the February 15, 2022 meeting minutes.

ACTION REQUESTED:

MOTION TO APPROVE THE FEBRUARY 15, 2022 TCC MEETING MINUTES

**Technical Coordinating Committee (TCC)
Meeting Minutes
February 15, 2022**

TCC Members Physically Present:

Brian Woodworth
Joseph Barker
Darren Lear
Brian Walker, Vice Chairperson
Kyle Fegley
Becky Mendez, Chairperson
Shawn Finley
Mark Karet
Mike Disher
Tim Burman
Ralf Heseler
Melissa Winsett
Tyler Burgett (non-voting)

TCC Members Virtually Present:

Stewart Cruz
Jose Papa

TCC Members Absent:

Belinda Collins
Ron Paradise
Lee Evett
Becky Witte (excused)
Adam Mengel

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Sarah McNamara
Jon Cheney
Sean Castello

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Chad Lingenfelter
Tony Nosse
Jay Williams

Representing:

Daytona Beach
DeBary Alternate
Edgewater
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Pierson
Ponce Inlet
Port Orange
Votran
V.C. Traffic Engineering
FDOT

Representing:

Daytona Beach Shores
Palm Coast

Representing:

DeLand Alternate
Deltona
Lake Helen
South Daytona
F.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
FDOT
V.C. Traffic Engineering
V.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
FDOT
FDOT
Volusia County

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

Chairperson Mendez 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 physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 12 voting and two non-voting members physically present and with two voting members virtually present.

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

The Pledge of Allegiance was given.

II. Public Comments/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the January 18, 2022 TCC Meeting Minutes

MOTION: *A motion was made by Mr. Lear to approve the January 18, 2022 TCC meeting minutes. The motion was seconded by Mr. Walker and carried unanimously.*

B. Review and Recommendation of Approval of Resolution 2022-## Adopting the R2CTPO 2022 Safety Performance Targets

Ms. Nicoulin stated the updated safety data and methodology used to develop the 2022 Safety Performance Targets were presented last month; this is an annual required activity. The included draft resolution and Exhibit A reflect the targets based on the updated data. Three targets are carrying forward the previous year's target as the data was trending upward; fatalities, fatalities rate and non-motorized serious injuries and fatalities. Two targets are being reset as the new data set was trending downward; serious injuries and serious injuries rate

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2022-## adopting the R2CTPO 2022 Safety Performance Targets. The motion was seconded by Ms. Winsett and carried unanimously.*

C. Review and Recommendation of Approval of Resolution 2022-## Adopting the Transit Safety Performance Targets

Mr. Harris stated a presentation was given last month on the Transit Safety Performance Targets; specifically, the Public Transportation Agency Safety Plan (PTASP) and the Transit Asset Management (TAM) Plan for the transit agencies in our planning area which are Voltran, SunRail, and Flagler County Public Transportation. Included in the agenda are the resolution, Exhibit A (the PTASP targets for Volusia County) and Exhibit B (the TAM targets for Volusia and Flagler Counties).

MOTION: *A motion was made by Mr. Walker to recommend approval of Resolution 2022-## adopting the Transit Safety Performance Targets. The motion was seconded by Mr. Lear and carried unanimously.*

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

Ms. Nicoulin stated the TIP Subcommittee reviews applications that are submitted through the annual Call for Projects which is currently open; it will close on February 25, 2022. Once closed, TPO staff will review the project applications for completeness and then convene the subcommittees to review and rank them. The TIP Subcommittee is comprised of members from the three advisory committees; the table in the agenda reflects the current subcommittee members. She asked current members of the subcommittee if they want to continue to serve and if any other members would like to volunteer. The subcommittee typically meets at least once to review the traffic operations/safety and planning study applications. She will coordinate with the subcommittee members for a date and time.

MOTION: *A motion was made by Mr. Lear to appoint Mr. Mike Disher and reappoint Mr. Ron Paradise, Mr. Brian Walker, Mr. Jose Papa, Mr. Jon Cheney and Ms. Melissa Winsett to the Transportation Improvement Program (TIP) Subcommittee. The motion was seconded by Mr. Finley and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP)

(Handout)

Ms. Nicoulin explained the Unified Planning Work Program (UPWP) is the TPO's two-year work plan that includes the tasks, activities and deliverables staff will undertake as well as the budget for those activities and tasks. We are currently in the second year of the current UPWP; the new UPWP will become effective July 1, 2022. She noted that due to staffing shortages, a number of deliverables in the current UPWP were unable to be completed so some of those will be carried over into the new UPWP. She explained that the TPO is currently undergoing a search for a new Executive Director and hopes to have that position filled by the end of this fiscal year; developing a new work plan without that leadership input has been a challenge so there could be a potential UPWP amendment within the first six months of the new UPWP. She reviewed the draft tables of tasks, activities and deliverables for the new UPWP covering fiscal years 2022/23 and 2023/24; Mr. Harris reviewed the activities and deliverables for the bicycle/pedestrian and transit tasks.

Members discussed the tasks, activities and deliverables.

B. Presentation and Discussion of an Amendment to the Connect 2045 Long Term Transportation Plan (LRTP)

Ms. Nicoulin announced the TPO received a request from FDOT on Friday to amend the Connect 2045 Long Range Transportation Plan (LRTP); the amendment is to support money received as part of the stimulus package. The TPO's planning area received \$90 million in stimulus funding and we were able to fund a number of phases of the interchange projects along I-95; the interchanges at LPGA Boulevard and US 1. These projects are currently in the 2045 LRTP but this funding has accelerated the project phases so the LRTP has to be amended to reflect the timing of the funding and bring the document into consistency with the Transportation Improvement Program (TIP). The design phases for both projects have been brought into the current fiscal year and the LPGA Boulevard project limits have been extended to US 92. There will be a 30-day public comment period that will open later this month. This amendment will be back as an action item next month and any comments received will be presented.

C. FDOT Report

The construction report was provided in the agenda. Mr. Burgett gave an update on various projects within the FDOT report. He announced the big highlight of the month is the installation of the first Zicla Zipper Buffering System on SR 430 (Oakridge Boulevard) from the east side of the river to SR A1A during the week of February 21, 2022. The zipper system is a series of reflective, graded separators designed to protect cyclists and prevent vehicles from entering the bike lane; this will be the first zipper system installed in FDOT District 5. The installation is expected to be completed by summer 2022. He also announced double lane closures I-4 westbound from west of CR 4139 to east of SR 44 due to deep trench repairs.

D. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction Report and announced three new projects have moved to "Under Construction or Advertised for Construction" which are underlined in the report. The Williamson Boulevard widening from LPGA Boulevard to Strickland Range Road is expected to move to "Completed Projects" next month.

The Flagler County Construction Report was provided in the agenda.

V. Staff Comments

Ms. Nicoulin provided an update on the Executive Director search and announced the Executive Director Search Committee (EDSC) met at the beginning of January and decided to re-open the application period through January 31,

2022. The TPO hopes to have a candidate to recommend to the TPO Board at the April Board meeting and have a new Executive Director on board by the end of the fiscal year.

Mr. Harris reminded members that the Call for Projects closes at 2:00 pm on Friday, February 25, 2022; applications and information are available on the TPO's website. The TPO is requesting everything be uploaded as one file.

VI. TCC Member Comments

Mr. Disher announced Ponce Inlet has passed an ordinance regulating electric bicycles/scooters, etc. on sidewalks from the statewide limit of 20 miles per hour (mph) to 10 mph for safety; this was recommended by the police department to match the speed of drivers on the beach. It has turned out to be somewhat controversial and the discussion is continuing.

VII. Information Items

- CAC & TCC Attendance Records
- January TPO Outreach and Events
- TPO Board Report
- UPWP Subcommittee Report

VIII. Adjournment

There being no further business, the TCC meeting adjourned at 3:47 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MS. BECKY MENDEZ, 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 15, 2022 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 15th day of March 2022..

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

***** A recording of the February 15, 2022 TCC meeting is available upon request.***

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

III. ACTION ITEMS

B. CONFIRM TCC MEMBER APPOINTMENT TO SERVE ON THE CONSULTANT SELECTION COMMITTEE FOR THE GENERAL PLANNING CONSULTANT (GPC) (TCC ONLY)

Background Information:

The TPO intends to issue a request for proposal (RFP) for the General Planning Consultant (GPC). Selection of consultants requires the use of selection committees to evaluate and rank the proposals received. The composition of selection committees is prescribed in the R2CTPO's Purchasing Manual and requires the Technical Coordinating Committee to appoint a member to sit on the selection committee.

At last month's meeting, Mr. Ralf Heseler volunteered to serve on the selection committee, however, a quorum was not present to formally take action on the appointment. TPO staff is requesting confirmation of the appointment of Mr. Heseler to the selection committee.

ACTION REQUESTED:

MOTION TO CONFIRM TCC MEMBER APPOINTMENT TO SERVE ON THE CONSULTANT SELECTION COMMITTEE FOR THE GENERAL PLANNING CONSULTANT (GPC)

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

IV. ACTION ITEMS

C. REVIEW AND APPROVAL OF MARCH 15, 2022 CAC/TCC MEETING MINUTES

Background Information:

Minutes are prepared for each CAC and TCC meeting and said minutes must be approved by their respective committees.

ACTION REQUESTED:

MOTION TO APPROVE THE MARCH 15, 2022 CAC/TCC MEETING MINUTES

**Citizens' Advisory Committee (CAC)
Meeting Minutes
March 15, 2022**

CAC Members Physically Present:

Shawn Collins
Ed Fendley
Marcia Stevens-Foltz
Gilles Blais
Bob Storke
Fred Heyne
Alan Peterson
Paul Martel
Joe Villanella
Dave Castagnacci, Vice Chairperson
Edie Biro
Melissa Winsett (non-voting)
Sarah McNamara (non-voting)

CAC Members Virtually Present:

Erika Benfield
Nora Jane Gillespie
Sue Elliott
Bobby Ball

CAC Members Absent:

Kerry Karl, Chairperson (excused)
Janet Deyette (excused)
Faith Alkhatib (non-voting)
Tisha Peterson
Rick Basso
Jack Delaney
Patricia Lipovsky (excused)
Elizabeth Alicia Lendian

Others Physically Present:

Colleen Nicoulin
Stephan Harris

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Jay Williams
Jon Cheney

Representing:

Daytona Beach
Flagler Beach
Flagler County
Holly Hill
Orange City
Ormond Beach
Palm Coast
Pierson Alternate
Ponce Inlet
Volusia County Chair
Votran (CTC)
Volusia County Traffic Engineering
FDOT

Representing:

DeBary
New Smyrna Beach
Pierson
Port Orange

Representing:

DeLand
Deltona
Flagler County Traffic Engineering
Flagler County Public Transportation
Lake Helen
South Daytona
Volusia County D-2
Volusia County at Large

Representing:

TPO Staff
TPO Staff

Representing:

TPO Staff
TPO Staff
Volusia County
Volusia County Traffic Engineering

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

Vice Chairperson Dave Castagnacci 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 physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 11 voting and two non-voting members physically present; and with four voting members virtually present.

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

The Pledge of Allegiance was given.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the February 15, 2022 CAC Meeting Minutes

MOTION: *A motion was made by Mr. Villanova to approve the February 15, 2022 CAC meeting minutes. The motion was seconded by Mr. Peterson and carried unanimously.*

B. Review and Recommend Approval of Resolution 2022-## Amending the Connect 2045 Long Range Transportation Plan (LRTP) (Roll Call Vote Required)

Ms. Nicoulin explained this requested 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 projects came from stimulus funding. This amendment also provides consistency with the Transportation Improvement Plan (TIP).

Members discussed the amendment and Ms. Nicoulin clarified that these are phases that need to be completed before construction which is not yet funded.

Ms. Foltz asked if the consultant would provide the CAC with a presentation on the design of these projects.

Ms. Nicoulin replied she will work with the consultant on that and will bring back any updated information. She noted the LPGA Boulevard project includes the Tomoka River Bridge.

MOTION: *A motion was made by Mr. Blais to recommend approval of Resolution 2022-## amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Mr. Martel and carried unanimously by a roll call vote.*

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

(Handout)

Ms. Nicoulin explained the UPWP is the TPO's two-year work program that 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. Funding must be tied to these all tasks. 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. She reviewed the estimated funding allocations for FY 2022/23 and 2023/24. She explained that the TPO must spend down 80% of PL funds; the consequence if those funds are not drawn down by 80% is that we will not be able to use SU funds for planning in the following year. There will be leftover funds when the current UPWP is closed out that will be available in the second year of the new UPWP; the current UPWP will be closed out at the end of the fiscal year which is June 30, 2022. She noted that these are conservative estimates as there are many unknowns at this time, especially regarding staffing and salaries related to filling vacant positions. She reviewed the tables of tasks and deliverables in the new UPWP that were discussed last month and have since been refined. The draft UPWP will be opened for a 30-day public comment period beginning next week; any comments received from the public, FDOT, and FHWA will be incorporated. The final document will be back for a recommendation of adoption in May.

Mr. Peterson asked for an explanation of why the TPO continues to have staffing issues and if it was related to money.

Ms. Nicoulin replied it is not related to money as the budget supports a full staff of eight; she explained that when the prior Executive Director left last year the TPO was already two planners short. Due to COVID-19, we elected to not bring someone on at that time. The Finance Manager then resigned in October. The Executive Committee directed staff to not fill these positions but wait on a new Executive Director to fill them.

Ms. Foltz asked what the status is on the Executive Director search.

Ms. Nicoulin replied five final candidates are scheduled to come in for interviews on March 31, 2022 and April 1, 2022.

Mr. Collins asked what the TPO's annual budget is and why it is \$300,000 less in year 2024. He asked what the TPO's grant allocation is each year.

Ms. Nicoulin replied the budget for this year is \$1.8 million. The increase in year 2023 is the result of the infrastructure jobs act; the TPO received approximately a 2% increase in its allocations of PL. Year 2023 also includes what we would have received in 2022; since it is so close to the end of the fiscal year, it is included in 2023. Regarding 2024, the TPO does not know the full carryover yet so she anticipates the shown \$78,000 to be closer to \$250,000. The annual grant allocation is approximately \$1.6 million each year.

MOTION: *A motion was made by Mr. Martel to recommend approval of the draft FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) for FDOT/FHWA review. The motion was seconded by Mr. Collins and carried unanimously.*

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

Ms. Nicoulin stated this amendment de-obligates \$76,900 in SU funds that the TPO was unable to use this year; by de-obligating these funds, they will be available in the first year of the new UPWP.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2022-## amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP) and authorizing the de-obligation of Urban Attributable (SU) funds for the current fiscal year. The motion was seconded by Mr. Blais and carried unanimously by a roll call vote.*

E. Appointment of a TCC Member to Serve on the Consultant Selection Committee for the General Planning Consultant (GPC) (TCC Only)

This is a TCC only item.

IV. Presentation 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 and explained the data used was from the 2014-2019 American Community Survey. Both documents require a 30-day public notice that will begin on March 23, 2022 and run through April 23, 2022. They will be back next month for review and a recommendation of approval.

Vice Chairperson Castagnacci asked how the TPO determines the necessity of a translator.

Ms. Blankenship replied that staff knows if they go to an event in Northwest Volusia County that a translator will likely be needed but it depends on the location and type of event.

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

(Handout)

Ms. Nicoulin announced the Call for Projects closed 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 is scheduled to meet on March 23, 2022 and the TIP Subcommittee will meet the first or second week in April. She will contact TIP Subcommittee members for their availability to schedule the meeting; they should be able to review all the applications during one meeting. Once the applications are reviewed and ranked based on the established criteria, the projects are then incorporated into the priority list. She reviewed the cycle of the priority process.

C. FDOT Report

Ms. McNamara provided highlights from the FDOT report and announced the wrong way driving system being installed at the SR 44/I-95 interchange will be tested next week. She also announced Sunday, March 20, 2022 the St. Johns River to Sea Loop Alliance is hosting the 2022 Spring to Spring Family Fun Ride and Trail Celebration at Gemini Springs Park; there will be activities, rides, games and a bar-b-que. She announced overnight ramp closures on I-95 at SR 40 and SR 44 next week; information will be sent to the TPO to distribute.

Members provided comments regarding SR 40 where the roadway is damaged and there is no signage at Shell Harbor Road in Pierson. Mr. Peterson asked for an update on his request regarding including the percentages of project completion in the FDOT report; Ms. Nicoulin replied that she spoke with Ms. Anna Taylor about this and that what was previously provided in the report was not an actual representation of completion status. Those reports were not generated from the Liaison Department and Ms. Taylor is trying to find out how to provide the information he is asking for. It was asked how many accidents occurred this year during Bike Week.

Ms. McNamara replied she will look into it these requests.

Members provided comments regarding the new traffic adaptive signal system along Dunlawton Avenue; it was asked if there is a study that merits these signals as there is not enough time for lanes to empty and cars are stacking up. Ms. Nicoulin replied the purpose of an adaptive traffic signal system is to keep traffic moving on the mainline; side streets will experience more of a delay. Adaptive signals adapt to traffic and are not programmed; FDOT determines the timing of adaptive signals.

It asked what the status is on the I-95/Pioneer Trail interchange; that project received stimulus funding last fall and it is the understanding it is fully funded for construction. Ms. Nicoulin will work with FDOT on a status update.

Ms. Gillespie stated she has received three complaints regarding Old Mission Road and Park Avenue where the bicycle path crosses. A solar safety light is located there but the first car in line will see the light when bicyclists are crossing and stop; however, cars behind that first car will go around them. They have had three near misses recently; it is an extremely dangerous intersection and something needs to be done.

Ms. Winsett replied that is an enforcement issue; the county has signage in place. She suggested Ms. Gillespie contact the local police department and/or sheriff's department.

Members provided comments regarding the intersection at Peninsula Drive and Dunlawton Avenue and that the green arrow is not working the way it should; traffic from the south cannot make a right hand turn and those that want to proceed west seem to get confused. It was asked if there has been any progress with installing a traffic light at SR A1A at the road from Hammock Dunes; there was previous discussion about conducting a study

there. Ms. Nicoulin replied a signal warrant study was completed; she believes a signal was warranted but she will confirm with FDOT.

D. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction report; there were few changes this month.

The Flagler County Construction Report was provided in the agenda.

F. Staff Comments

Ms. Nicoulin stated the Executive Director Search Committee (EDSC) met last Thursday and narrowed the candidate field down to five people who are coming in for interviews on March 31, 2022 and April 1, 2022. The TPO intends to hold a “meet and greet” with the candidates the evening of March 31, 2022; staff is working on the location and time. A notice will be sent out next week. The goal is to have a recommendation for a new Executive Director at the April 27, 2022 TPO Board meeting.

Mr. Fendley asked if the candidates were internal or external.

Ms. Nicoulin replied all the candidates are external; one is from Florida and the others are out of state.

VI. CAC Member Comments

Mr. Fendley referred to the FDOT safety presentation given at a prior meeting regarding lower speed limits and changing the geometry of the road can save lives; he asked if the TPO and/or FDOT can provide data on how much money is going toward those roadway geometry changes that FDOT described as effective. He suggested the committee could take a walk or ride transit as a shared experience; it has been made known to the committee that those who walk, ride transit, or bike are vulnerable as represented in the crash statistics. He thinks a shared experience would help the committee better understand the challenges.

Ms. Nicoulin commented staff has participated in events such as White Cane Day where you cross an intersection blindfolded. The challenge with a committee event is that it would be considered an open meeting and subject to the Sunshine Law. The new UPWP includes activities identified in the Community Safety Action Plan (CSAP) and Mr. Harris is working on a Bicycle/Pedestrian Safety Action Plan. She is not sure if an activity like that can be done as part of the meeting; she will coordinate with the TPO’s legal counsel to see what we can do.

Members discussed the possibility of conducting a group activity as well as safety and lowering speed limits. It was suggested reviewing the statistics on roads that changed the geometry to see if it was successful. It was noted that FDOT is incorporating safety elements and different options to slow traffic with resurfacing projects. The need for enforcement was also discussed. It was asked if statistics could be provided showing the road classification where accidents occur; that data can be sorted from those crash statistics. The TPO has completed studies that identified the top five crash locations and the type of crashes.

VII. Information Items

- CAC & TCC Attendance Records
- February TPO Outreach and Events
- TPO Board Meeting Report

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:47 p.m.

**MS. KERRY KARL, 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 March 15, 2022 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 19th day of April 2022.

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

***** A recording of the March 15, 2022 CAC meeting is available upon request.***

**Technical Coordinating Committee (TCC)
Meeting Minutes
March 15, 2022**

TCC Members Physically Present:

Andy Holmes
Joseph Barker
Brian Walker, Vice Chairperson
Kyle Fegley
Becky Mendez, Chairperson
Jose Papa
Mark Karet
Mike Disher
Ralf Heseler
Melissa Winsett
Tyler Burgett (non-voting)

TCC Members Virtually Present:

Ron Paradise
Darren Lear

TCC Members Absent:

Stewart Cruz
Belinda Collins
Lee Evett
Shawn Finley (excused)
Tim Burman (excused)
Becky Witte (excused)
Adam Mengel

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Sarah McNamara
Jon Cheney
Sean Castello

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Jay Williams

Representing:

Daytona Beach
DeBary Alternate
Holly Hill
New Smyrna Beach
Orange City
Palm Coast
Pierson
Ponce Inlet
Votran
V.C. Traffic Engineering
FDOT

Representing:

Deltona
Edgewater

Representing:

Daytona Beach Shores
DeLand Alternate
Lake Helen
Ormond Beach
Port Orange
South Daytona
F.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
FDOT
V.C. Traffic Engineering
V.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
Volusia County

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

Chairperson Mendez 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 not physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with 10 voting and one non-voting members physically present and with two voting members virtually present.

The Pledge of Allegiance was given.

II. Public Comments/Participation

There were no public comments.

IV. Presentation Items

Due to the lack of a physical quorum, Presentation Items were discussed first.

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 used was from the 2014-2019 American Community Survey. Both documents require a 30-day public notice that will begin on March 23, 2022 and run through April 23, 2022. They will be back next month for review and a recommendation of approval.

Chairperson Mendez referred to the suggested change by FHWA and asked if FHWA had updated their requirements or if the TPO was just updating the plans.

Ms. Blankenship replied they did not update any requirements; the TPO sent the documents to FHWA for review to see if they had any recommendations; they only suggested rewording the one sentence.

Mr. Fegley asked if the TPO had received any Title VI complaints.

Ms. Blankenship replied no.

Chairperson Mendez noted that cities with Local Agency Program (LAP) certifications must comply with Title VI and this may be a good time to review their plans.

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

(Handout)

Ms. Nicoulin 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 is scheduled to meet on March 23, 2022 and the TIP Subcommittee will meet the first or second week in April. She will contact the TIP Subcommittee members for their availability to schedule the meeting; they should be able to review all the applications during one meeting. Once the applications are reviewed and ranked based on the established criteria, the projects are then incorporated into the priority list. She reviewed the priority process cycle. She noted that some cost estimates have been received but not all and reminded members to get those sent in.

Mr. Harris added that an application submitted by Orange City for the bicycle/pedestrian priority list had changes to an existing project that staff was able to implement administratively; this project (West French Avenue Shared Use Path) is currently on the priority list and in the Work Program.

Chairperson Mendez asked if FDOT will accept that for the project to move into the construction phase.

Mr. Harris replied the project is already in the Work Program; the construction estimate has been received from Orange City and the TPO will be looking to program it for construction. It has not yet been programmed for construction. The western limits of the project have changed from the Spring to Spring Trail to the Werley Trail.

Mr. Disher asked if the priority process schedule is available; it would be helpful to his city council to understand the process and timing.

Ms. Nicoulin showed the schedule and stated it is available on the TPO's website; the priority process will be discussed at this month's TPO Board meeting. The schedule outlines the process; preliminary rankings will likely be presented to the committees and board in May.

C. FDOT Report

Mr. Burgett provided highlights from the FDOT report; he announced the wrong way driving system being installed at the SR 44/I-95 interchange will be tested next week and the Zicla Zipper buffering system should be complete by the end of the month. He also announced that on Sunday, March 20, 2022 the St. Johns River to Sea Loop Alliance is hosting the 2022 Spring to Spring Family Fun Ride and Trail Celebration at Gemini Springs Park; there will be activities, rides, games and a bar-b-que. He announced overnight ramp closures on I-95 at SR 40 and SR 44 next week; information will be sent to the TPO to distribute.

Mr. Disher asked if there has been any public reaction to the zipper system.

Mr. Burgett replied there has not been public feedback yet but several of them have already had to be replaced.

D. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction Report and announced there were few changes this month.

The Flagler County Construction Report was provided in the agenda.

III. Action Items

Due to a lack of a physical quorum, no actions were taken.

A. Review and Approval of the February 15, 2022 TCC Meeting Minutes

B. Review and Recommendation of Approval of Resolution 2022-## Amending the Connect 2045 Long Range Transportation Plan (LRTP) (Roll Call Vote Required)

Ms. Nicoulin explained this requested 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 projects came from stimulus funding. This amendment also provides consistency with the Transportation Improvement Plan (TIP).

Chairperson Mendez asked how much total stimulus funding was received.

Ms. Nicoulin replied just over \$90 million; the I-95/Pioneer Trail interchange project received the bulk of it and is funded through construction. The amendment is currently 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 interchange is a safety issue.

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

(Handout)

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; funding must be tied to these all tasks. 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. She reviewed the estimated funding allocations for FY 2022/23 and 2023/24. She explained that the TPO must spend down 80% of PL funds; the consequence if those funds are not drawn down by 80% is that we will not be able to use SU funds for planning in the following year. There will be leftover funds when the current UPWP is closed out that will be available in the second year of the new UPWP; the current UPWP will be closed out at the end of the fiscal year which is June 30, 2022. She noted that these are conservative estimates as there are many unknowns at this time, especially regarding staffing and salaries related to filling vacant positions. She reviewed the tables of tasks and deliverables in the new UPWP that were discussed last month and have since been refined. The draft UPWP will be opened for a 30-day public comment period next week; any comments received from the public, FDOT, and FHWA will be incorporated. The final document will be back for a recommendation of adoption in May.

Mr. Disher asked if upgrading the audio/visual equipment is included in Task 1.

Ms. Nicoulin explained staff has looked into upgrading the audio/visual equipment and received quotes about a year ago; the TPO was then presented with the option to relocate so the project was temporarily put on hold. We are now waiting on a new Executive Director before proceeding with audio/visual upgrades. An upgrade is included in the Task 1 budget.

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

Ms. Nicoulin stated this amendment de-obligates \$76,900 in SU funds that the TPO was unable to use this year; by de-obligating these funds, they will be available in the first year of the new UPWP. These are SU funds that will be used to fund feasibility studies.

E. Appointment of a TCC Member to Serve on the Consultant Selection Committee for the General Planning Consultant (GPC) (TCC Only)

Ms. Nicoulin stated the current general planning consultant (GPC) contracts expire at the end of the fiscal year and a Request for Proposal (RFP) needs to go out soon so there is not a lag in having a consultant to assist with planning activities. The Consultant Selection Committee has five members; three staff members, one board member and one TCC member as per the TPO Bylaws; the dollar amount will exceed \$200,000 per contract over the five-year contract term. The TPO has in the past had separate continuing contracts for the general planning consultant and for transit planning but this year, we are combining them into one contract; therefore, the RFP is asking for specific transit experience. She asked for a volunteer to serve on the Consultant Selection Committee.

Mr. Heseler volunteered.

V. Staff Comments

Ms. Nicoulin stated the Executive Director Search Committee (EDSC) met last Thursday and narrowed the candidate field down to five people who are coming in for interviews on March 31, 2022 and April 1, 2022. The TPO intends to hold a “meet and greet” with the candidates the evening of March 31, 2022; staff is working on the location and time. A notice will be sent out next week. The goal is to have a recommendation for a new Executive Director at the April 27, 2022 TPO Board meeting.

VI. TCC Member Comments

There were no member comments.

VII. Information Items

- CAC & TCC Attendance Records
- February TPO Outreach and Events
- TPO Board Report

VIII. Adjournment

There being no further business, the TCC meeting adjourned at 3:56 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**MS. BECKY MENDEZ, 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 March 15, 2022 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 16th day of April 2022.

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

***** A recording of the February 15, 2022 TCC meeting is available upon request.***

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

III. ACTION ITEMS

D. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## ADOPTING THE RIVER TO SEA TPO'S TITLE VI PLAN

Background Information:

The purpose of the River to Sea TPO's Title VI Plan is to establish and implement procedures that comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), as well as other related federal and state statutes and regulations. These procedures are necessary to conform to Federal Transit Administration (FTA) and Federal Highway Administration (FHWA) regulations, as well to Florida Department of Transportation (FDOT) guidelines. The TPO's Title VI plan defines what Title VI is, includes a written process on how to file a Title VI complaint, and describes the complaint investigation process. Title VI states "no person in the United States shall, on the grounds of race, color or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance."

Updates to the draft Title VI Plan were reviewed last month and the plan is provided at the link below for your review and recommendation of adoption.

<https://www.r2ctpo.org/wp-content/uploads/Draft-2022-Title-VI-Updates-03-23-22.pdf>

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF 2022-## ADOPTING THE RIVER TO SEA TPO'S TITLE VI PLAN

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE TITLE VI POLICY STATEMENT AND COMPLAINT PROCEDURES

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea TPO has developed the Title VI Policy Statement and Complaint Procedures, whose purpose is to establish and implement procedures that comply with Title VI of the Civil Rights Act of 1964, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990 (ADA), and other related federal and state statutes and regulations, and

WHEREAS, the River to Sea TPO will not exclude participation in, deny the benefits of, or subject to discrimination anyone on the grounds of race, color, national origin, sex, age, disability, religion, income or family status; and

WHEREAS, the Title VI Policy Statement and Complaint Procedures have been provided for review by the general public, the River to Sea TPO's advisory committees and the River to Sea TPO Board.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. River to Sea TPO Board and advisory committees have reviewed and adopted the River to Sea TPO's Title VI Policy Statement and Complaint Procedures; and the
2. River to Sea Transportation Planning Organization's Title VI Policy Statement and Complaint Procedures are attached hereto as Attachment "A"; and the
3. Chairperson of the TPO (or his/her designee) is hereby authorized and directed to provide a copy of this resolution along with the adopted Title VI Policy Statement and Complaint Procedures to the:
 - a. Florida Department of Transportation; and
 - b. Federal Highway Administration (FHWA) (through the Florida

- Department of Transportation); and the
- c. Federal Transit Administration (FTA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the **27th** day of **April 2022**.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on **April 27, 2022**.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

III. ACTION ITEMS

E. REVIEW AND RECOMMEND APPROVAL OF RESOLUTION 2022-## ADOPTING THE RIVER TO SEA TPO'S LIMITED ENGLISH PROFICIENCY (LEP) PLAN

Background Information:

The Limited English Proficiency (LEP) Plan addresses the TPO's responsibilities as recipients of federal financial assistance as they relate to the needs of individuals with limited English language skills. The goal of the River to Sea TPO Limited English Proficiency (LEP) Plan is to ensure that the TPO recognizes the needs of limited English proficient (LEP) members of the community, implements a plan to communicate effectively and ensures reasonable access to our processes, information and decision-making.

Since last month, the TPO's LEP Plan has been updated with the US Census Bureau's 2016-2020 American Community Survey data in Tables 1 and 2. One thing to note is that this data that was reported has changed from the "top languages spoken at home" to "limited English-speaking households."

The draft LEP plan is provided at the link below for your review and recommendation of adoption.

<https://www.r2ctpo.org/wp-content/uploads/Limited-English-Proficiency-Plan-Updated-05-27-20Draft-03-21-22.pdf>

ACTION REQUESTED:

MOTION TO RECOMMEND APPROVAL OF RESOLUTION 2022-## ADOPTING THE RIVER TO SEA TPO'S LIMITED ENGLISH PROFICIENCY (LEP)

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2022-##

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ADOPTING THE LIMITED ENGLISH PROFICIENCY (LEP) PLAN

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and portions of Flagler County inclusive of the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea TPO has developed the Limited English Proficiency (LEP) Plan, whose purpose is to ensure that the River to Sea TPO recognizes the needs of limited English proficient (LEP) members of the community, implements a plan to communicate effectively and ensures reasonable access to our processes, information and decision-making, and

WHEREAS, the Limited English Proficiency Plan has been provided for review by the general public, the River to Sea TPO's advisory committees and the River to Sea TPO Board.

NOW, THEREFORE, BE IT RESOLVED, by the River to Sea TPO that the:

1. River to Sea TPO Board and advisory committees have reviewed and adopted the River to Sea TPO's Limited English Proficiency (LEP) Plan; and the
2. River to Sea Transportation Planning Organization's Limited English Proficiency (LEP) Plan is attached hereto as Attachment "A"; and the
3. Chairperson of the TPO (or his/her designee) is hereby authorized and directed to provide a copy of this resolution along with the adopted Limited English Proficiency (LEP) Plan to the:
 - a. Florida Department of Transportation; and
 - b. Federal Highway Administration (FHWA) (through the Florida Department of Transportation); and the
 - c. Federal Transit Administration (FTA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 27th day of April 2022.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA COUNTY COUNCIL VICE CHAIR BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on April 27, 2022.

ATTEST:

DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

MEETING SUMMARY

CAC & TCC

APRIL 19, 2022

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF UPDATES TO THE FLORIDA GREENWAYS AND TRAILS SYSTEM (FGTS) PLAN AND MAPS

Background Information:

The Florida Office of Greenways and Trails (OGT) is seeking input for the update of the Florida Greenways and Trails System (FGTS) Plan and the Opportunity and Priority Maps. The FGTS Plan establishes the vision for implementing a connected statewide system of greenways and trails for recreation, conservation, alternative transportation, healthy lifestyles, a vibrant economy and a high quality of life. The original FGTS Plan was completed in 1998 and adopted by the Florida Legislature in 1999, laying the groundwork for many programs, projects and initiatives which exist today. The FGTS Plan and Priority Maps were last updated in 2018. The Opportunity Maps were last updated in 2015. Florida OGT is requesting comments from partners and stakeholders by May 31, 2022. The updated FGTS Plan and Maps will guide implementation of the connected statewide trail system from 2023 through 2027.

TPO staff will deliver a presentation on proposed updates to the FGTS Plan and Maps.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

2023-2027 FGTS Plan Update

OGT is seeking your input! The Office of Greenways and Trails (OGT) is updating the Florida Greenways and Trails System (FGTS) Plan, and the Opportunity and Priority maps.

This will be the third update to the Florida Greenways and Trails System Plan since Connecting Florida's Communities laid the groundwork in 1998 to implement the many greenways and trails programs and projects that exist today. The [FGTS Plan and Priority Maps](#) were last updated in 2018 and the visioning maps (Opportunity Maps) updated in 2015. The updated FGTS Plan and maps will guide implementation of the connected statewide trail system from 2023 through 2027. Keep tabs on the update process through the [OGT FGTS Update Page](#).

The FGTS Plan and maps are being updated in 2021 through 2022. OGT is reaching out to you and others involved in trail planning to receive input on both the Opportunity and Priority Land and Paddling Trail maps. The FGTS Plan ties together the local, regional and state plans and collaborative efforts for greenways and trails, bicycle and pedestrian, master plans and other plans of communities, agencies and non-profits throughout Florida to create two levels of FGTS maps:

Level 1 - The Vision: Land Trail and Paddling Trail Opportunity Maps.

Level 2 - Priority Trails Map: The spine of a statewide system identified from the Opportunity Maps

To assist in this effort, please utilize one of the tools below:

1. Look at the 2018 Priority Maps and 2015 Opportunity Maps interactively through FDEP's [Florida Greenways & Trails System-Five Year Map Update Application](#) (<https://fdep.maps.arcgis.com/apps/MapSeries/index.html?appid=2531c4f10b31420692a77b94e35d917b>) . Help documents for this tool are available by clicking on the "How to Use the App" button that appears at the top of the Map Direct window in your web browser.
2. Visit the [OGT FGTS Update Page](#) to view maps of the draft Priority and Opportunity maps, current as of the date of this announcement.
3. Download shapefiles of the draft Priority and Opportunity Trails, also available on the [OGT FGTS Update Page](#).

To submit updates, OGT prefers to receive maps and shapefiles electronically, along with a narrative of the status and need for each corridor. Please submit files, or if you have questions, please contact your OGT Regional Coordinator [Map](#):

Justin Baldwin Justin.Baldwin@FloridaDEP.gov 850-245-2063 for North

Allison Beaty Allison.Beaty@FloridaDEP.gov 850-245-2054 for Central

Katie Bernier Katherine.Bernier@floridadep.gov 863-314-8439 for South

Please provide your updates on or before **May 31, 2022**. We look forward to working with you on the update to the FGTS Plan, Opportunity and Priority maps. See the update schedule below.

Please reach out to me if you have questions or need clarification. I look forward to hearing from you!



Allison Beaty

East/Central Regional Coordinator
Office of Greenways and Trails
Florida Department of Environmental Protection
Allison.Beaty@FloridaDEP.gov
Office: (850) 245-2054

2023-2027 FGTS Plan Update Schedule

2021

July 1	Begin updates to the Florida Greenways and Trails System Plan and Opportunity/Priority Trail Maps
October 15	Mapping tool will go live for partners and stakeholders to discuss proposed edits to the Priority and Opportunity Maps
October 21-22	Florida Greenways and Trails Council meeting - Discuss Goals and objectives and Mapping tool

2022

May 31	Comment period closed for partners and stakeholders
June 1-August 30	Staff will prepare DRAFT of proposed edits to the Priority and Opportunity Maps
September	Public meetings (potentially virtual) throughout state to gather comments on written 5-Year plan and DRAFT of proposed Priority and Opportunity maps
November 1	Close public comments on the written 5-Year plan and DRAFT of proposed Priority and Opportunity maps
December	Florida Greenways and Trails Council meeting – exact date and location TBD - Final DRAFT 2023-2027 Florida Greenways and Trails System Plan presented for approval

2023

January	Produce and distribute hardcopies of the 2023-2027 Florida Greenways and Trails System Plan
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Updates to the Florida Greenways and Trails System (FGTS) Plan and Maps

CAC AND TCC MEETINGS

APRIL 19, 2022



Florida Greenways and Trails System (FGTS)

Florida Greenways and Trails System (FGTS) is made up of existing, planned and conceptual trails and ecological greenways that form a connected, integrated statewide network.



FGTS Plan

- ▶ FGTS Plan establishes the vision for implementing a connected statewide system of greenways and trails
- ▶ Initial FGTS Plan was completed in 1998 and adopted by the Florida Legislature in 1999
- ▶ FGTS Plan and Priority Maps were last updated in 2018
- ▶ Opportunity Maps were last updated in 2015
- ▶ Comments from partners and stakeholders for the 2023 – 2027 FGTS Plan and Maps are requested on or before May 31, 2022

FGTS Maps

1. **Land Trails Opportunity Map** - existing, planned and conceptual non-motorized trails that form a land-based trail network of state and regional importance
2. Paddling Trails Opportunity Map - comprehensive water based trails system
3. Ecological Greenways Opportunity Map - areas necessary to protect a statewide network of conservation land and connecting wildlife corridors
4. **Priority Trails Map** - the most important corridors and connections within #1 and #2
5. Gap Map – delineates the unacquired and undeveloped segments within #4; Strategic Protection Area Map delineates gaps within #3

Proposed Updates to the 2023 – 2027 FGTS PLAN & MAPS

► Upgrade Palm Coast to Bulow Trail Corridor from Opportunity to Priority

► Upgrade SR 40 Trail Corridor from Opportunity to Priority



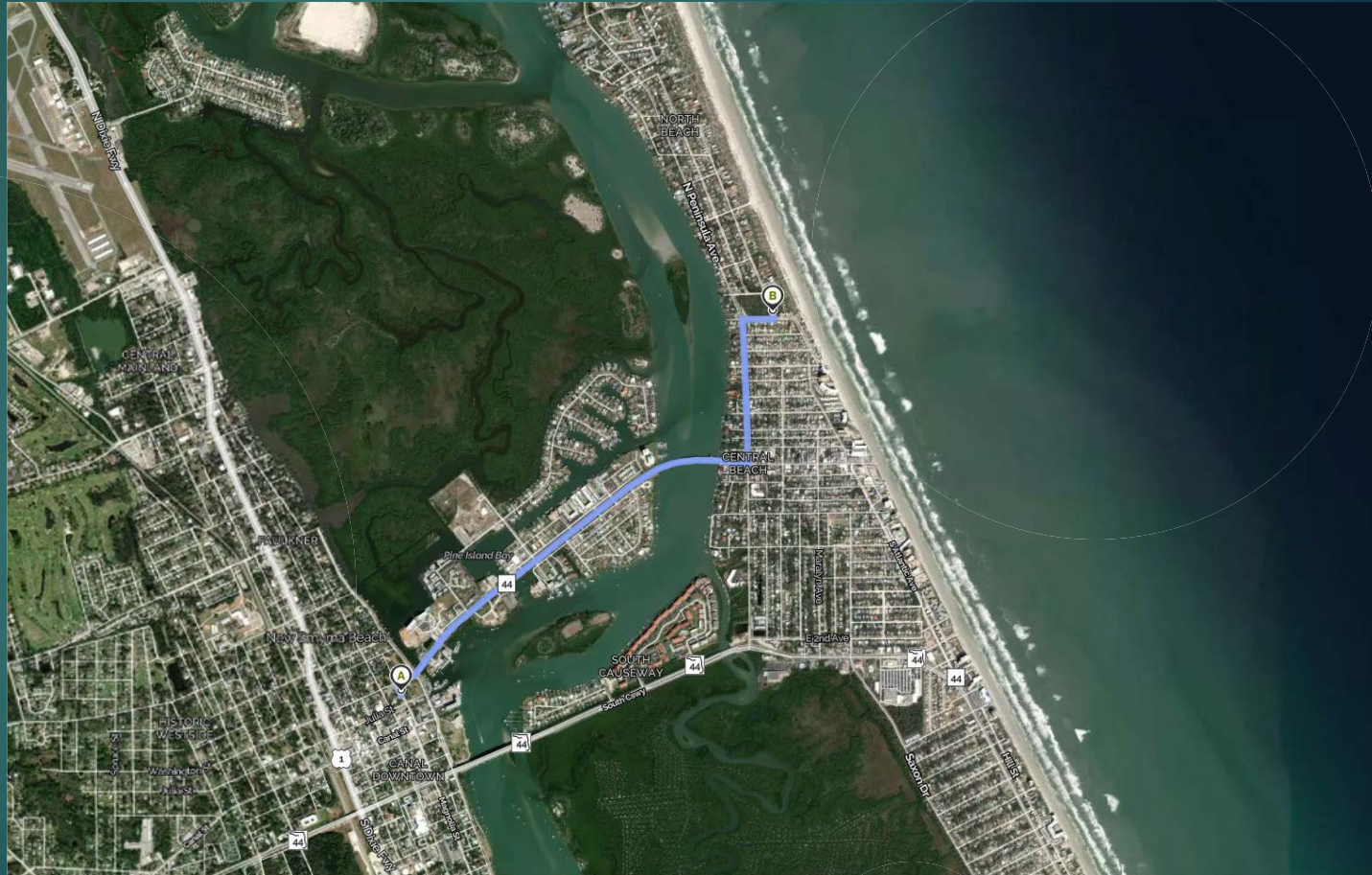
Upgrade Palm Coast to Bulow Trail Corridor from Opportunity to Priority

- # Upgrade SR 40 Trail Corridor from Opportunity to Priority



Proposed Updates to the 2023 – 2027 FGTS PLAN & MAPS

► Add NSB North Causeway to Coast Trail Corridor to Opportunity



Future CAC and TCC Actions

Review and Recommend Approval of updates to
the 2023 – 2027 FGTS Plan and Maps.

MEETING SUMMARY

CAC & TCC

APRIL 19, 2022

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF THE CURRENT STATUS OF THE FLAGLER COUNTY TRANSIT DEVELOPMENT PLAN (TDP)

Background Information:

The Flagler County Transit Development Plan (TDP) serves as Flagler County Public Transportation's planning, development, and operational guidance document for a ten-year planning horizon. It is intended to support the development of an effective multimodal transportation system. The TDP serves as the basis for defining public transit needs, which is a prerequisite for receipt of state and federal funds.

Staff from the University of South Florida Center for Urban Transportation Research (CUTR) will deliver a presentation on the current status of the Flagler County TDP Major Update.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

Flagler County TDP Major Update

**Presentation to the
*TPO CAC and TCC***

April 2022

**Martin Catalá
Victoria Perk
CUTR/USF**



The Transit Development Plan (TDP)

- Local emphasis with regional considerations
- Effective public engagement
- Unconstrained vision vs. attainable targets
 - *Look at what is needed and desired in the community*
 - *Also include projects with no identified funding*
- Living document
 - *Continue to evolve and incorporate new ideas and opportunities*

Input on Potential Transit Alternatives

- Existing services
 - *Improvements – immediate*
 - *Improvements – 1 to 3 years*
 - *Improve marketing/outreach*
 - *Expansion of existing services*
- New service types
 - *On-demand services (partner with a TNC)*
 - *Deviated or flex fixed routes*
 - *Traditional fixed routes*

Targeted Improvements – *Immediate*

- Improve Reservation Lead Time
 - *Increase staffing*
 - *Utilize scheduling software*
 - *Implement online and mobile reservations*
 - *Monitor reservation time and trip denials*
- Expand Fleet
 - *Increase fleet by 3 additional buses per year*
 - *Goal: 43 Vehicles*

Targeted Improvements – 1 to 3 Years

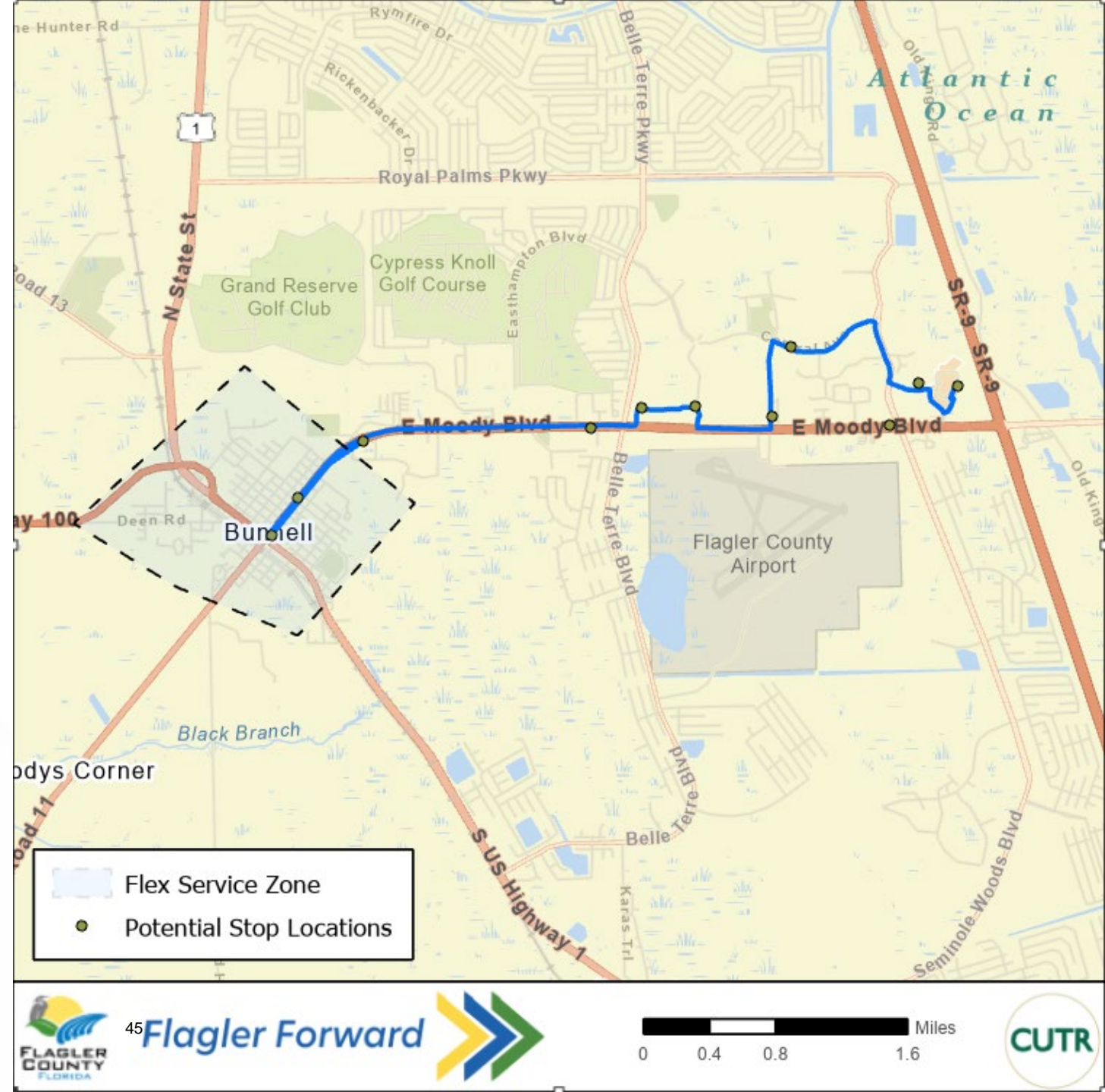
- Expand hours
 - *Early morning service – 4:40 a.m.*
 - *Later service – 8:00 p.m.*
- Expand days
 - *Saturday is currently limited to 4 drivers – expand*
 - *Offer Sunday service*
- Actions
 - *Secure additional federal funding (FTA Section 5307)*
 - *Hire more drivers*
 - *Develop hiring and retention policies*
 - *Develop a career pathway*

Expansion of Services

- Pilot Projects
 - *Same day service: 3-4 hour reservation time*
 - *Actions*
 - Solicit private partner/vendor
 - Hire staff to oversee and manage performance

Service Expansion – Introducing New Modes

- Deviated or zonal fixed Route
 - *Trunk corridor service with zonal deviation area*
 - *Medium term*
- Traditional fixed routes
 - *Longer term*
- Consider electric vehicles



Service Expansion – Introducing New Modes

- On-Demand Pilot
 - *One-hour reservation*
 - *Partnership with a TNC (UZURV, Lyft Medical, Uber)*

Questions and Comments

- Please provide your questions and comments on the following:
 - *Improvements described in this presentation – what should FCPT focus on first?*
 - *Any other public transportation alternatives for Flagler County*

Thank you!

MEETING SUMMARY

CAC & TCC

APRIL 19, 2022

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

C. PRESENTATION AND DISCUSSION OF UPDATES TO THE R2CTPO'S PUBLIC PARTICIPATION PLAN (PPP)

Background Information:

The River to Sea TPO's Public Participation Plan (PPP) outlines the various ways for people to provide input into the TPO's planning and decision-making and it identifies how the TPO will promote and encourage public participation. The draft PPP is being updated to more accurately reflect outreach activities and bring it up-to-date. Changes to the PPP require a 45-day public comment period which will begin on April 13 and run through May 27, 2022.

The draft PPP will be available for your review on the TPO's website at:

<https://www.r2ctpo.org/wp-content/uploads/Draft-Public-Participation-Plan-Updated-April-2022.pdf>

The draft Public Participation Plan will be brought back for a recommendation of approval at the June BPAC meeting.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

D. FDOT REPORT

Background Information:

Ms. Anna Taylor, Florida Department of Transportation (FDOT) staff, will be present to answer questions regarding projects on the FDOT Construction Status Report.

The Construction Status Report is provided for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE



Florida Department of Transportation

RON DESANTIS
GOVERNOR

605 SUWANNEE STREET
TALLAHASSEE, FL 32399-0450

Volusia and Flagler Counties Project Status Update as of March 31, 2022

The following is a brief status update on major FDOT road construction projects in Volusia and Flagler counties as of the March cutoff. The next cutoff date is April 29, 2022. Information is also available on www.cflroads.com. For questions, please contact Anna Taylor at 386-943-5499 or via email at Anna.Taylor@dot.state.fl.us.

VOLUSIA COUNTY

Current Projects:

443433-1 International Speedway Boulevard (U.S. 92/S.R. 600) Resurfacing from North Alabama Avenue to east of North Kepler Road (C.R. 4101)

- Contract: E57A1
- Project Start: March 2022
- Estimated Completion: Spring 2023
- Contractor is working on drainage structure installation.

443815-1 SR 40 Milling & Resurfacing from east of Rodeo Road to Bayberry Drive

- Contract: T5733
- Project Start: March 2022
- Estimated Completion: Early 2023
- Contractor is working on signalization and concrete work.

443813-1 & 447134-1 U.S. 1 (S.R. 5) Milling & Resurfacing from the Brevard County Line to South Street

- Contract: T5727
- Project Start: March 2022
- Estimated Completion: Early 2023
- Contractor is working on sidewalk and curb installation and reconstruction.

441132-1 S.R. 442 (Indian River Blvd) Resurfacing from I-95 to U.S. 1

- Contract: E57A4
- Project Start: February 2022
- Estimated Completion: Early 2023
- Contractor is working on sidewalk and curb reconstruction.

Improve Safety, Enhance Mobility, Inspire Innovation
www.fdot.gov

441134-1 S.R. 15A (Spring Garden Avenue) Resurfacing from South of Plymouth Avenue to International Speedway Boulevard (C.R. 92)

- Contract: E56A2
- Project Start: December 2021
- Estimated Completion: Spring 2022
- Contractor is paving S.R. 15A from just south of Plymouth Avenue to International Speedway Boulevard (C.R. 92).

427957-1 I-95 & I-4 Highway Lighting Replacement

- Contract: E5X79
- Project Start: December 2021
- Estimated Completion: Summer 2022
- Contractor is replacing LED light fixtures along I-95.

434411-1 I-4 (S.R. 400) Resurfacing from west of C.R. 4139 to east of S.R. 44

- Contract: T5719
- Project Start: November 2021
- Estimated Completion: Late 2022
- Contractor is paving the eastbound travel lanes of I-4.

442932-1 S.R. 44 Operations and Safety Improvements from SB I-95 to Florida Memorial Medical Parkway

- Contract: T5700
- Project Start: July 2021
- Estimated Completion: Spring 2022
- Contractor is working on wrong way driving system installation and testing at the I-95 and S.R. 44 interchange.

436325-2 ITS and Signing Improvements on S.R. 5A, S.R. 40, S.R. 44, S.R. 400, S.R. 421, U.S. 92., S.R. 430, S.R. 483, and LPGA Blvd.

- Contract: E53A8
- Project Start: June 2021
- Estimated Completion: Summer 2022
- Contractor is installing conduit, pull boxes, and LED informational signs at various intersections throughout the project.

441139-1 S.R. 430 (Oakridge Boulevard) from the east side of the Halifax River to S.R. A1A

- Contract: E53A5
- Project Start: March 2021
- Estimated Completion: Spring 2022
- Contractor is working on punch list items prior to final acceptance.

441133-1 Resurfacing I-95 from south of Dunn Avenue to Airport Road

- Contract: T5704
- Project Start: March 2021
- Estimated Completion: Summer 2022
- Contractor is continuing paving operations on the travel lanes, on-ramps, and off-ramps of I-95 from south of Dunn Avenue to Airport Road.

441414-1 & 438968-2 S.R. 15A from South of Woodland Blvd. to Adelle Ave. Safety Improvements

- Contract: T5683
- Project Start: November 2020
- Estimated Completion: Spring 2022
- Contractor is working on pedestrian handrail installation and signalization items.

429556-1 S.R. 44 Over the St. John's River Bridge Replacement

- Contract: T5706
- Project Start: July 2020
- Estimated Completion: Late 2023
- Contractor is working on retaining wall installation, pouring pier footing, and driving piles for the new bridge.

FLAGLER COUNTY**Current Projects:****445309-2 I-95 Weigh Station Lighting Project in Flagler County**

- Contract: E55A1
- Project Start: September 2021
- Estimated Completion: Spring 2022
- Contractor is working on lighting installation at the southbound weigh station on I-95 in Flagler County.

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

IV. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

E. VOLUSIA COUNTY AND FLAGLER COUNTY CONSTRUCTION REPORTS

Background Information:

Staff from Volusia County Traffic Engineering and Flagler County Traffic Engineering will present an update on the county projects that are either under construction or close to being ready for construction.

The Volusia County and Flagler County Construction Reports are provided for your information.

ACTION REQUESTED:

NO ACTION REQUIRED UNLESS OTHERWISE DIRECTED BY THE COMMITTEE

Volusia County Construction Report – March 2022*

Completed within the last 6 months:

- 1) ECRRT – Segment 4A (Guise Rd. to Gobblers Lodge)
- 2) Spring to Spring Trail – Segment 3B (Rob Sullivan Park to Dirksen Dr)
- 3) Sugar Mill Road curve reconstruction and turn lanes
- 4) Williamson Blvd. (LPGA to Strickland Range)

Under Construction or Advertised for Construction:

- 1) Howland Blvd 4-lane widening (Providence Blvd to Elkcarn Blvd) – Under Construction
- 2) Tenth St 4-lane widening (Myrtle to US 1) – Under Construction
- 3) Orange Camp Rd. 4-lane widening (MLK Blvd. to I-4) – Under Construction
- 4) Williamson Blvd. and Strickland Range Rd. Intersection Improvements – Bids under review
- 5) Old New York paved shoulders (Shell to S-44) – Bids under review
- 6) Trail Connection from Marine Discovery Center to River to Sea Loop – Construction contract executed
- 7) City Island Seawall Repair – Advertised for Bids
- 8) Graves Ave Turn lanes (Veterans Memorial Parkway to Kentucky) – Advertised for Bids

Design Projects:

- 1) Spring to Spring Trail- Segment 3C (Trail along Don Smith Blvd) – Design Ongoing
- 2) Turnbull Bay Road paved shoulders – Design Ongoing
- 3) Beresford Ave Extension (Blue Lake to MLK) – Design Ongoing
- 4) Beresford Ave Extension (MLK to SR-44) – Planning and Coordination Ongoing
- 5) Spring to Spring Trail (Lake Beresford to Old New York) – Design Ongoing
- 6) Spring to Spring Trail (Old New York to SR-44) – Design Ongoing
- 7) Spring to Spring Trail (SR-44 to Grand Avenue) – Design Ongoing
- 8) Amelia Ave (Voorhis to Ohio) – Design Ongoing
- 9) Williamson Blvd. (Strickland Range to Hand Ave) – Design Ongoing
- 10) Intersection Improvements at SR-44 and Kepler – Design by FDOT underway
- 11) Jacobs Road Sidewalk – Design Ongoing
- 12) Study of LPGA Widening from Tymber Creek to I-95 – Study by FDOT underway
- 13) Blue Lake Extension from Victoria Park to SR-472 – Design Ongoing
- 14) Old Mission Road from W. Park to Josephine – Design Ongoing
- 15) Old Elections Parking Lot Replacement – Design Ongoing
- 16) Veterans Memorial Plaza – Design Ongoing
- 17) Pioneer Trail and Sugar Mill Intersection Improvements – Design Ongoing
- 18) Taylor Branch Rd. widening (Dunlawton to Clyde Morris) – Feasibility Study Ongoing
- 19) Pioneer Trail and Tomoka Farms Rd. Roundabout – Design Ongoing
- 20) LPGA Blvd. and Clyde Morris Blvd. Intersection Improvements – Design Ongoing
- 21) Williamson Blvd. Access Management Improvements (Airport to Taylor) – Planning Ongoing
- 22) Doyle Rd. Twisted Oak to Lush Lane – paved shoulders – Design ongoing
- 23) Orange Camp Rd. from US-17/92 to MLK – widening study – negotiating scope of work
- 24) Veterans Memorial Parkway from Graves to SR-472 feasibility study – negotiating scope of work
- 25) Williamson from I-95 to Beville Rd. – widening study – negotiating scope of work
- 26) Dunn Ave Extension from LPGA Blvd to I-95 – preparing Design RSQ
- 27) Pioneer Trail and Williams / Colony Park – safety study – negotiating scope of work
- 28) Dirksen from US-17/92 to I-4 – widening study – negotiating scope of work

*Changes/Updates since last report are underlined.

Note: Dates are subject to change due to normal project development issues.

FLAGLER COUNTY CONSTRUCTION REPORT
As of April 2022

<u>Construction and Near Construction Phase</u>	Status
1 Design of 3.7 miles A1A Shore Protection (FDOT)	Easement acquisition phase
2 Dune Restoration - City of Flagler Beach (ACOE)	Easement acquisition phase
3 Hurricane Dorian-Dune Restoration (FEMA)	Design Ongoing
4 Beach Management Study	Study ongoing
5 Graham Swamp Multi-Use Trail & Pedestrian Bridge from Lehigh Trail to SR 100	Construction ongoing
6 Malacompra Road Resurfacing - from A1A to Roadway end at Atlantic Coast Beach	Design complete; Construction procurement phase
7 Marineland Acres Road Improvement	Construction ongoing
8 Old Haw Creek from County Road 304 to SR 11	Design Complete; awaiting funding
9 Water Oak Road from County Road 2006 to Mahogany Blvd.	Design complete; Construction procurement phase
10 Apache Dr from Osceola Ave to 1st Ave	Design complete; Construction procurement phase

<u>Design Phase</u>	Status
1 CR 304 Replacement of 4 Bridges	Design Complete
2 East Daytona North Paving Phase II (Various Roadways)	Design ongoing
3 Hargrove CR 1421 from Otis Stone Hunter CR 1422 to US 1	Near Design completion
4 Otis Stone from County Road 13 to US 1	Near Design completion
5 Rehabilitation and Resurfacing of Armand Beach Drive (Various Roadways)	Design ongoing
6 Rehabilitation and Resurfacing of Seascapes	Design ongoing
7 Rima Ridge Resurfacing (Rodeo, Bareback Trl, Pinto Ln, Relay Rd, Oakridge Rd, Bridle Path Ln, Cone Rd, Shadow Ln, Sunny Rd)	Design complete; closeout in progress

**MEETING SUMMARY
CAC & TCC
APRIL 19, 2022**

V. STAFF COMMENTS

VI. CAC/TCC MEMBER COMMENTS

VII. INFORMATION ITEMS

- CAC & TCC Attendance Records
- March/April TPO Outreach and Events
- TPO Board Report
- St. Johns River to Sea Loop Alliance Earth Day Trail Day on the A1A Flyer
- Florida Department of Health Family Fun Day Flyer

VIII. ADJOURNMENT

*****The next meetings of the CAC & TCC will be on May 17, 2022*****

CAC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Shawn Collins/Emily Nice	x v	x p	x p										Daytona Beach (appt 6/2021) (alt appt 6/2021)
Janet Deyette	x p	x p	exc										Deltona (appt. 11/10)
Erika Benfield	abs	abs	x v										DeBary (appt 11/2020)
Kerry Karl (FY 2021/22 Chairperson)	x p	x p	exc										DeLand (appt 3/2021)
Ed Fendley	x p	exc	x p										Flagler Beach (appt 3/2021) (alt appt 10/2021)
Marcia Stevens Foltz	x p	x p	x p										Flagler County (appt 2/18)
Heidi Petito	abs	abs	abs										Flagler County Transit (appt 9/14)
Gilles Blais	x p	x p	x p										Holly Hill (appt. 11/07) (Reap. 02/13)
Rick Basso/Linda Provost	abs	abs	abs										Lake Helen (appt 6/19) (alt 0)
Nora Jane Gillespie	x v	exc	x v										New Smyrna Beach (appt 12/14)
Bob Storke	x p	x p	x p										Orange City (appt. 1/08)
Fred Heyne	x p	x p	x p										Ormond Beach (appt 12/21)
Alan Peterson	x v	x p	x p										Palm Coast (appt. 03/15)
Susan Elliott/Paul Martel	x p	exc	xv xp										Pierson (appt. 3/06)
Joe Villanella	x p	x p	x p										Ponce Inlet (appt
Jack Delaney	x p	abs	abs										South Daytona (appt. 04/16)
Bobby Ball	x p	x p	x v										Port Orange (appt. 12/02)
Dave Castagnacci (FY 2021/22 Vice Chair)	x p	x p	x p										Volusia County Chair (appt 05/19)
Elizabeth Alicia Lendian	x p	exc	abs										Volusia County At-Large (appt. 05/13)
Patricia Lipovsky	abs	exc	exc										Volusia County D-2 (appt 4/17)
Edie Biro/John Cotton	x p	x p	x p										Votran (appt. 02/16) (alt. appt. 07/13)
Faith Alkhatib (<i>non-voting</i>)	abs	abs	abs										Flagler County Traffic Engineering (appt 9/14)
Melissa Winsett/Sean Castello (<i>non-voting</i>)	x p	xp xp	x p										Volusia County Traffic Engineering (appt 10/11) (alt 5/21)
Sarah McNamara/Tyler Burgett (<i>non-voting</i>)	x p	x p	x p										FDOT District 5 (appt 10/2020)
PHYSICAL QUORUM	Y	Y	Y										

Vacancies

Bunnell
 Beverly Beach
 Daytona Beach Shores
 Edgewater
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County D-1
 Volusia County D-3

Legend

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

TCC Attendance Record 2022

Name	Jan	Feb	Mar	Apr	May	Jun	July	Aug	Sept	Oct	Nov	Dec	Notes
Andrew Holmes/Brian Woodworth	x p	x p	x p										Daytona Beach (11/18) (alt 6/2021)
Stewart Cruz	exc	x v	abs										Daytona Beach Shores (appt. 10/04)
Mike Holmes/Belinda Williams Collins	x p	abs	abs										DeLand (appt. 09/98)(alt 4/2020)
Ron Paradise/Nashla Merced	x v	abs	x v										Deltona (appt. 11/09) (alt apt 8/21)
Amye King/Joseph Barker	x p	x p	x p										DeBary (appt 1/22)(alt 11/2020)
Darren Lear/Bonnie Brown	x p	x p	x v										Edgewater (appt. 10/99)(alt appt 10/19)
Faith Alkhatib/Adam Mengel	abs	abs	abs										Flagler County Traffic Engineering (appt 9/14)
Brian Walker (2020/21 Vice Chairperson)	x p	x p	x p										Holly Hill (appt 10/17)(alt appt 10/19)
Lee Evett	abs	abs	abs										Lake Helen (appt 3/2021)
Derek Burr/Kyle Fegley	x p	x p	x p										New Smyrna Beach (appt 3/22) (alt appt. 3/22)
Shawn Finley	x p	x p	exc										Ormond Beach (appt. 12/17)
Becky Mendez (2020/21 Chairperson)	x p	x p	x p										Orange City (appt. 08/15)
Jose Papa/Carl Cote	x p	x v	x p										Palm Coast (appt 7/14) (alt appt 1/2021)
Mark Karet	x v	x p	x p										Pierson (appt. 09/16)
Mike Disher	x v	x p	x p										Ponce Inlet (appt. 03/2021)
Tim Burman/Margaret Tomlinson	x p	x p	exc										Port Orange (appt. 10/13)(alt appt 4/19)
Brian Peek/Becky Witte	x p	exc	exc										South Daytona (appt. 6-19) (alt 8/21)
Melissa Winsett/Sean Castello	x p	x p	x p										Volusia Co Traffic Engineering (appt. 4/2012) (alt 5/21)
Ralf Heseler/Jake Lunceford	x p	x p	x p										Votran (appt. 11/2020) (alt. appt. 11/2020)
Tyler Burgett/Sarah McNamara (non-voting)	x p	x p	x p										FDOT (appt 1/18)
PHYSICAL QUORUM	Y	Y	N										

Vacancies

Beverly Beach
 Bunnell
 Daytona Beach International Airport
 Flagler Beach
 Flagler County Transit
 Flagler County Aviation
 Flagler County Emergency Management
 Flagler County School Board
 Oak Hill
 Volusia County School Board
 Volusia County Emergency Mgmt

LEGEND

x = present
 p = present physically
 v = present virtually
 abs = absent (unexcused)
 exc = excused

March/April 2022 TPO Outreach & Activities

Public Comment Requested on TPO Documents

Request for Public Comment on Draft Unified Planning Work Program (UPWP)



The River to Sea TPO is seeking public comment on its Unified Planning Work Program (UPWP) for fiscal years (FY) 2022/23 and 2023/24. The UPWP contains a description of, and a budget for, proposed annual planning activities for the TPO staff. Public comments are being accepted on the draft UPWP through close of business on April 25, 2022. The draft is available at www.r2ctpo.org.

The River to Sea TPO is seeking public comment on its Title VI and Limited English Proficiency (LEP) Plans. Title VI establishes and implements procedures to ensure we comply with federal/state statutes and regulations regarding discrimination and the LEP Plan ensures that we recognize the needs of LEP members of our community, implement a plan to communicate effectively and ensures reasonable access to our processes, information and decision-making. Public comments are being accepted until April 23, 2022. The drafts are available at www.r2ctpo.org.



COVID-19 UPDATES

In response to the COVID-19 pandemic, core planning activities continue as required:

- As conditions continue to change, the TPO will monitor and update business practices, assess participation in public events and in-person presentations, and continue to operate with caution, placing health and safety at the center of all of our decisions
- TPO staff has resumed our standard office presence during regular business hours
- TPO Board and committee meetings continue to require that a quorum be physically present; all other participants are being asked to attend TPO meetings remotely
- All public meetings are held using Microsoft Teams and the meeting information and links to join are posted on the TPO website at www.R2CTPO.org
- For the most current information regarding meetings and activities, please visit the TPO website or contact the TPO staff



March/April 2022 TPO Outreach & Activities

APRIL EVENTS:

- 2: Ponce Inlet Community Day, Ponce Inlet
- 23: St Johns River to Sea Loop Alliance Earth Day & Trail Event, Palm Coast
- 25: Florida Dept of Health Family Fun Day; Health Dept. Keech St. Daytona Beach
- 28: MPOAC Meeting; Orlando
- 1-30: National Distracted Driving Awareness Month

Ponce Preserves the Planet Event

On Saturday, March 19, 2022, the River to Sea TPO participated in Ponce Preserves the Planet event at Ponce Preserve in Ponce Inlet. The event celebrated Earth Day with numerous booths set up throughout the park geared towards how the agencies' helped the environment. The TPO highlighted bicycle as a means of travel and both bicycle and pedestrian safety.



EARTH DAY

April 22 is Earth Day. The focus of Earth Day 2022 is **#InvestInOurPlanet**. The theme is focused on engaging the more than 1 billion people, governments, institutions, and businesses who participate in Earth Day to recognize our collective responsibility and to help accelerate the transition to an equitable, prosperous green economy for all. Start with something simple like taking your bike to the store or combining multiple errands into one trip. We can all do that one simple thing that makes a big difference when combined with others choices. **#InvestInOurPlanet**

ONGOING PROJECTS, STUDIES & ACTIVITIES

- Develop Non-Motorized Traffic Count Program
- Update of the Congestion Management Process (CMP) and Performance Measures Report
- Regional Resiliency Action Plan Implementation
- Update to the TPO Purchasing Manual
- TPO Executive Director Search
- Development of FY 2022/23 and 2023/24 UPWP
- Update to the Title VI Implementation Plan
- Update to the Limited English Proficiency (LEP) Plan
- Update to the Public Participation Plan (PPP)
- FDOT Joint Certification
- TPO Website Request for Proposals (RFP)
- 2022 Annual Call for Projects Priority Process
- Madeline Ave Turn Lane Improv. @ Nova Rd FS (PO)
- Technical Assistance and Training to Flagler County Transit

Distracted Driving Awareness Month



WHAT IS MOST DISTRACTING WHILE DRIVING

Violations	Percent
Texting	28%
Yelling children and dealing with kids	21%
Dealing with navigation systems	18%
Talking on the phone	12%
Adjusting music	10%
Adjusting heater/AC knobs	6%
Eating	4%



**River to Sea TPO Board
Meeting Summary
March 23, 2022**

Due to COVID-19 the meeting was held as a hybrid meeting in accordance with AGO 2003-41 with 15 voting and three non-voting members physically present; and with two voting and one non-voting members attending remotely

- Approved a motion allowing members attending remotely to participate and vote due to COVID-19 precautions
- Approved the Consent Agenda including approval of: February 23, 2022 meeting minutes; and Executive Director's timesheet review reports
- Approved Resolution 2022-05 amending the Connect 2045 Long Range Transportation Plan (LRTP) by roll call vote
- Approved 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 by roll call vote
- Approved the draft FY 2022/23 and 2023/24 Unified Planning Work Program (UPWP) for FDOT/FHWA review
- Approved a budget increase to not exceed \$15,000 for candidate travel expenses associated with Executive Director final candidate interviews
- Received a presentation of updates to the R2CTPO's Title VI and Limited English Proficiency (LEP) Plans
- Received a presentation and discussion of the 2022 annual Call for Projects and project priority process
- Received the FDOT report
- Received the Interim Executive Director's report including an update on the Executive Director search and announced final candidate interviews will be held March 31, 2022 and April 1, 2022 with a "Meet and Greet" on March 31, 2022 at the Daytona Beach International Airport from 5:00 pm to 6:30 pm
- Received member comments

The next River to Sea TPO Board meeting will be on Wednesday, April 27, 2022 at 9:00 am



EARTH DAY - TRAIL DAY ON THE A1A

Free Event
Ride, Roll, Walk, Engage, Celebrate

APRIL 23 | 10 AM- 2PM
A1A SUNTRAIL -THE HAMMOCK-
PALM COAST FL.



Learn More: <https://river2sealoop.org/celebrate-national-trails-day-loop-a1a>

Family Fun Day

The Department of Health on Keech Street invites you to our Family Fun Day.

From 10 a.m. to 2 p.m.

421 S. Keech Street.
Next to the library.

April 25

- Rock painting
- Giveaways
- Arts and crafts
- Expo of various services available in the community
- Music
- Games



Learn more about:

WIC (Supplemental Nutrition Program for Women, Infants and Children)
Health Screenings and Immunizations
Dental Services
Responsible Pet Ownership and Low-Cost Pet Services
The Library's Mobile Hotspots Available for Checkout
Utility and Housing Assistance
Summer Programs for Children

For more information call (386) 281-6547
VolusiaHealth.com

