

**Technical Coordinating Committee (TCC)
Meeting Minutes
April 19, 2022**

TCC Members Physically Present:

Andrew Holmes
Belinda Collins
Darren Lear
Brian Walker, Vice Chairperson
Becky Mendez, Chairperson
Shawn Finley
Jose Papa
Mark Karet
Mike Disher
Tim Burman
Becky Witte
Ralf Heseler
Melissa Winsett
Anna Taylor (non-voting)

TCC Members Virtually Present:

Ron Paradise
Derek Burr

TCC Members Absent:

Stewart Cruz
Joseph Barker (excused)
Lee Evett
Adam Mengel

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Jon Cheney

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Martin Catalá
Victoria Perk
Jay Williams

Representing:

Daytona Beach
DeLand
Edgewater
Holly Hill
Orange City
Ormond Beach
Palm Coast
Pierson
Ponce Inlet
Port Orange
South Daytona
Votran
V.C. Traffic Engineering
FDOT

Representing:

Deltona
New Smyrna Beach

Representing:

Daytona Beach Shores
DeBary Alternate
Lake Helen
F.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
V.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
Center for Urban Transportation Research (CUTR)
Center for Urban Transportation Research (CUTR)
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 13 voting and one 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 Ms. Witte 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 February 15, 2022 TCC Meeting Minutes (TCC Only)

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

B. Confirm TCC Member Appointment to Serve on the Consultant Selection Committee for the General Planning Consultant (GPC) (TCC Only)

Ms. Nicoulin explained that since a physical quorum was not present last month, no action was taken. Mr. Ralf Heseler volunteered last month to serve on the Consultant Selection Committee for the General Planning Consultant (GPC); if it is the pleasure of the committee, a formal action needs to be taken.

MOTION: *A motion was made by Mr. Lear to approve the appointment of Mr. Ralf Heseler to serve on the Consultant Selection Committee for the General Planning Consultant (GPC). The motion was seconded by Ms. Winsett and carried unanimously.*

C. Review and Approval of the March 15, 2022 TCC Meeting Minutes

MOTION: *A motion was made by Mr. Lear to approve the March 15, 2022 TCC meeting minutes. The motion was seconded by Mr. Holmes and carried unanimously.*

D. Review and Recommendation of Approval of Resolution 2022-## Adopting the River to Sea TPO's Title VI Plan

Ms. Blankenship stated a presentation was given last month on updates to the River to Sea TPO's Title VI Plan; there have been no changes and no public comments have been received since then.

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2022-## adopting the River to Sea TPO's Title VI Plan. The motion was seconded by Mr. Walker and carried unanimously.*

E. Review and Recommendation of Approval of Resolution 2022-## Adopting the River to Sea TPO's Limited English Proficiency (LEP) Plan

Ms. Blankenship stated a presentation was given last month on the River to Sea TPO's Limited English Proficiency (LEP) Plan; there have been a couple of changes. The data in Tables 1 and 2 were updated to the most currently released 2016-2020 data from the American Community Survey; she explained the data was changed from the top five languages spoken at home to the LEP household data in Volusia and Flagler Counties. The grammatically incorrect sentence below the tables was also updated.

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2022-## adopting the River to Sea TPO's Limited English Proficiency (LEP) Plan. The motion was seconded by Mr. Papa and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of Updates to the Florida Greenways and Trails System (FGTS) Plan and Maps

Mr. Harris gave a PowerPoint presentation of proposed updates to the Florida Greenways and Trails System (FGTS) Plan and maps; he explained the FGTS is made up of existing, planned and conceptual trails and ecological greenways that form a connected, integrated statewide network. He reviewed the history of the plan and the schedule for the update for 2023 to 2027. They are currently in the period of accepting comments from the

public and the stakeholders through May 31, 2022. It is expected that the Office of Greenways and Trails (OGT) will hold public workshops and create draft maps from input received and adopt new maps for 2023 to 2027 later this year. He explained there are a number of maps but the maps we are concerned with are the Land Trails Opportunity Maps and Priority Trails Maps. TPO staff is suggesting three revisions to the plan and maps; to upgrade the Palm Coast to Bulow Trail and the SR 40 Trail Corridor from the current opportunity trail corridor to a priority trail corridor. He noted that both trail corridors are in development; he gave the trail limits for both. The other revision was suggested by the stakeholders in Volusia County as an opportunity trail is to have a trail corridor that would connect the SUN Trail network to the ocean in downtown New Smyrna Beach; it would utilize the North Causeway to Peninsula Drive to Gracye K. Barck Park which has a walkway to the beach. A PD&E study is programmed for the next fiscal year beginning July 1, 2022 that will determine an alignment for this trail corridor. The BPAC received this presentation last week and suggested an additional opportunity trail corridor from the lighthouse in Ponce Inlet to the Casements in Ormond Beach.

Mr. Disher asked what makes a trail a priority.

Mr. Harris replied it has to be on the statewide trail network; have documented public support and it also must have a maintenance agreement with the local government to maintain the trail. These are all in place for the Palm Coast to Bulow Trail and the SR 40 Trail.

Mr. Lear asked if the SR 442 trail on the southside with the resurfacing project could be added.

Mr. Harris asked Mr. Lear to send him the limits and provide turn-by-turn instructions. The TPO is collecting input and will refine the proposed revisions; this will be back next month for a recommendation of approval.

Mr. Disher asked for more information on the proposed trail from Ponce Inlet to Ormond Beach; Mr. Harris will email him the details of what the BPAC proposed.

Members discussed the proposed changes to the FGTS Plan and maps. Links to the OGT statewide maps in GIS format were provided in the agenda. The OGT will be holding public workshops and have draft maps and displays; they will take the input provided and draw up draft maps. The FGTS Council will then take those draft maps and adopt the trails they wish to add to the statewide system. Staff will send information to TCC members with the timeframe and what information is needed.

B. Presentation and Discussion of the Current Status of the Flagler County Transit Development Plan (TDP)

Ms. Victoria Perk (CUTR), gave a PowerPoint presentation of the Flagler County Transit Development Plan (TDP) major update; the TDP is a local document with regional considerations and involves effective public engagement. They have looked at what is needed versus what is attainable to be achieved over the next several years. The TDP is a living document and will continue to evolve and incorporate new ideas and opportunities. One of the last steps in the development of the TDP update is to find potential transit alternatives for the area; those alternatives are divided into two categories; existing services and new services that may be viable in the county.

Mr. Martin Catalá, (CUTR), provided an explanation of those two categories; he reviewed the public engagement conducted and the responses received. The most immediate need is to improve reservation lead time; it is currently at two weeks out. New software has been purchased with grant funds that will improve their scheduling and they want to implement online and mobile reservations. He reviewed the other targeted improvements that are geared to drive ridership up; expanding service hours and days of service, hiring more drivers, developing hiring and retention polices, etc. All of the improvements are contingent on securing additional federal funding (FTA Section 5307). The expansion of services is being proposed as pilot projects; FDOT offers three-year grants that could be used to support pilot projects. Same day service is being considered as a pilot project as is traditional and deviated fixed route service. Another mode being considered for a pilot project is on-demand service; it could be a partnership with services such as Lyft or Uber. These are the improvements that will be included in the TDP.

It was asked what the strategy was for presenting these findings to the public; Mr. Catalá replied that there have been multiple community outreach activities with neighborhood associations; on-board surveys, a Facebook campaign that only Flagler County residents could respond to; and another survey and Flagler County only Facebook campaign will be conducted for prioritization.

Members discussed the presentation and the proposed alternatives; they are all doable but are contingent upon securing state and federal grants that Flagler County is eligible for. Marketing and outreach are vital for these ideas to be implemented because they need to convey the value of them to the public and stakeholders. It was explained that the TDP requires a 10-year cost and implementation plan; the budget ties the cost to available grant dollars so securing new grant funds would give them the opportunity to execute these services such as FDOT's Service Development Program and Section 5307(d) funds that they are not currently accessing. The plan is to help them access these funds.

C. Presentation and Discussion of Updates to the River to Sea TPO's Public Participation Plan (PPP)

Ms. Blankenship explained the Public Participation Plan (PPP) outlines the strategies the TPO uses to ensure that the public is able to participate in the decision-making process in ways that are both meaningful and inclusive. In addition, the plan identifies how the TPO will promote and encourage public participation. She reviewed some of the major updates to the PPP that are being proposed; TPO staff listing has been updated; the Twitter page and Microsoft Teams were added among as well as updates to the quick reference tables; to change the public notices from five business days to seven days which is in line with what we currently provide and allows for holidays. The ongoing public participation strategies was also updated. The PPP goes out for public comment for 45 days on April 27, 2022 through June 10, 2022 and will be back for recommended approval in June.

D. FDOT Report

Ms. Taylor announced that District 5 Secretary Perdue has been promoted to FDOT Statewide Secretary and that an Interim Secretary has not been named at this time; more information regarding leadership changes will be forthcoming. She announced last week was Work Zone Awareness Week and FDOT partnered with the Edgewater Police Department and the Volusia County Sheriff's Office to promote work zone awareness in one of their project zones; no tickets were issued but safety information cards were distributed to those that were speeding through the construction area. She announced there will be a public open house next week for the Truck and Freight Site Analysis PD&E Study on Thursday, April 28, 2022 at 5:30 pm at the Volusia County Fairgrounds. They have been looking at the truck parking needs along the I-4 corridor.

E. Volusia and Flagler County Construction Reports

Ms. Winsett gave the Volusia County Construction report; projects 22 through 28 under design are all new.

The Flagler County Construction Report was provided in the agenda.

Chairperson Mendez asked if FDOT safety projects were on their report; she believes the Graves Avenue and the Enterprise Road and US17/92 projects have been funded.

Ms. Taylor replied all active construction projects are on the report as of April 1, 2022.

Chairperson Mendez asked if Volusia County would add to their report once it is actively under design.

Mr. Cheney replied the Construction Engineering Department will add it once they are actively managing the project.

V. Staff Comments

Ms. Nicoulin announced staff is trying to schedule the TIP Subcommittee meeting for the first week in May; she requested members that are on that subcommittee provide their availability as soon as possible. A doodle poll was sent last Thursday; they can respond to the doodle poll or email her directly. Once scored, those projects will be rolled into the updated List of Priority Projects (LOPP) which will be presented as a draft next month. She reminded members there are still a few project cost estimates that have not yet been received; she will reach out to those members individually so that we ensure the TPO has the most updated information.

Mr. Walker asked if the FDOT public meeting at the fairgrounds will discuss truck parking for all four counties involved.

Ms. Taylor replied yes; they have presented in Orange, Seminole and Osceola Counties. All potential sites will be on display; the presentation is also available online.

VI. TCC Member Comments

Mr. Disher thanked Ms. Blankenship for helping out on Ponce Inlet's Community Day; he appreciated the TPO's presence.

Mr. Heseler announced the mask requirement has now been lifted on all transit vehicles and facilities. This Friday is Earth Day and Votran is supporting it by providing free transportation on all fixed and Flex routes for the day; the hope is people will try Votran for the first time and become regular users of the system. The driver shortage is a nationwide issue and Votran is hurting badly. They reduced some Saturday services a couple of months ago and are now facing the possibility of another reduction that is being discussed with Volusia County; more information will be forthcoming.

Mr. Cheney asked if Votran has reduced the headways of some routes due to a lack of drivers.

Mr. Heseler replied yes and they may have to do it again.

Mr. Cheney referred to the FGTS updates; he supports public input but advised caution because strategically if we want to make changes and be successful they need to know the road network. We have to work with the BPAC members so there is a sense of reality; the last thing we want is to set the TPO up for failure if we make recommendations to the statewide agency because it is implied that the elected officials have weighed in on these concepts. Volusia County can purchase right-of-way with ECHO funds but right-of-way cannot be purchased with SUN Trail funds. He advised educating the BPAC members on this.

Ms. Winsett noted that Volusia County has been meeting with developers that have projects within the county; the Traffic Engineering Department likes to have the cities involved in those meetings but sometimes there are meetings that do not include the cities. She asked members if they want to be included in those meetings with the developers. She provided a handout of general information to understand what the county requires and stated she will take feedback back to the county. The right-of-way process seems to be evolving each month; if a developer needs a driveway on a county road, please provide them the packet so they know what the county requires. They hope to have this information on the county website.

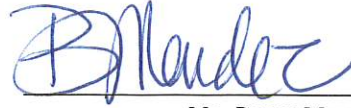
Chairperson Mendez replied that Orange City's position is they have to be included; Mr. Lear agreed and commented it would be helpful if those meetings could be offered virtually.

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

There being no further business, the TCC meeting adjourned at 4:16 p.m.



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 April 19, 2022 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 17th day of May 2022..:



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the April 19, 2022 TCC meeting is available upon request.**