

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION BOARD
MEETING MINUTES
TPO CONFERENCE ROOM
1540 CORNERSTONE BLVD., SUITE 240
DAYTONA BEACH, FL 32117
APRIL 22, 2026

TPO Board Members Physically Present:

Commissioner Stacy Cantu
Commissioner Chris Conomos*
Mayor Karen Chasez
Mayor Chris Cloudman
Commissioner Davison Heriot
Vice Mayor Charlotte Gillis
Commissioner Andy Dance
Commissioner Debra Snow
Mayor Roger Eckert*
Commissioner Lisa Martin
Commissioner Carrie Werning*
Deputy Mayor Lori Tolland
Council Member Ty Miller
Council Member Skip White**
Council Member Tracy Grubbs
Council Member Danny Robins
Council Member Jake Johansson
Kia Powell (non-voting advisor)

TPO Board Members Virtually Present:

Commissioner James Sherman*
Councilman Eric Sander, TPO Chairperson

TPO Board Members Absent:

Commissioner Jeffrey Schuitema*
Vice Mayor John Rogers*
Council Member Dawn Tiamson (excused)
County Chair Jeff Brower
County Vice Chair Matt Reinhart (excused)
Council Member David Santiago
Jessie Thompson (non-voting)
William Furry (non-voting)
Nic Mostert (non-voting)
Greg Feldman (non-voting)
Simone Kenny (non-voting)

* Non-voting member of the Small City Alliance

** Voting member for the Small City Alliance

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Stephan Harris
Colleen Nicoulin
Chris Engels
Barb Girtman

Others Virtually Present:

Mariel Lemke

Representing:

Daytona Beach
Daytona Beach Shores
DeBary
DeLand
Deltona
Edgewater
Flagler County
Holly Hill
Lake Helen
New Smyrna Beach
Oak Hill Alternate
Ormond Beach Alternate
Palm Coast
Ponce Inlet
Port Orange
Volusia County, District 3
Volusia County, At-Large
FDOT

Representing:

Flagler Beach
South Daytona

Representing:

Beverly Beach
Bunnell
Orange City
Volusia County, Chairman
Volusia County, District 2
Volusia County, District 5
Volusia County School Board
Flagler County School Board
BPAC Chairperson
CAC Chairperson
TCC Chairperson

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
Ghyabi & Associates

Representing:

TPO Staff

Others Virtually Present:

Wiley Page
April Bacchus
Casey Polmueller
Brendan Guess

Representing:

Atkins Realis
ETM Inc.
APD Cares
VHB

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

The Volusia-Flagler Transportation Planning Organization (TPO) Board meeting was called to order at 9:06 a.m. by Acting TPO Chairperson Mayor Cloudman. The roll was called, and it was determined that a quorum was physically present. The meeting was held in a hybrid format with fourteen voting members and four non-voting members physically present; and one voting and one non-voting member virtually present.

Ms. Pruneau stated that Council Member White of Ponce Inlet was the voting member of the Small City Alliance.

The Pledge of Allegiance was given.

MOTION: A motion was made by Council Member Johansson to allow for remote participation. The motion was seconded by Vice Mayor Gillis and carried unanimously.

2. Public Comment/Participation

There were no public comments.

3. Consent Agenda

- A. March 25, 2026 Volusia-Flagler TPO Board Meeting Minutes
- B. Treasurer's Report
- C. Executive Committee Report
- D. Grievance Committee Report
- E. Transportation Disadvantaged Local Coordinating Board Report
- F. Bicycle/Pedestrian Advisory Committee Report
- G. BPAC Project Review Subcommittee Report
- H. Citizens Advisory Committee Report
- I. Technical Coordinating Committee Report
- J. Volusia-Flagler TPO Board Report
- K. Executive Director Timesheet Review Reports
- L. Approval of an Amendment to the FY 2025/26 TPO Budget

MOTION: A motion was made by Commissioner Martin to approve the Consent Agenda. The motion was seconded by Mayor Chasez and carried unanimously.

4. Action Items

- A. **Review and Approval of Resolution 2026-05 amending the 2025/26 to 2029/30 Transportation Improvement Program (TIP) (Roll Call Vote Required)**

Ms. Nicoulin explained that the current TIP must be amended to include approximately \$19 million of additional construction funding for the eastbound I-4 Truck Parking facility that is already within the TIP.

Mayor Chasez asked where the funds would come from. Ms. Powell stated that she would look into the source and let her know.

MOTION: A motion was made by Vice Mayor Gillis to approve Resolution 2026-05 amending the 2025/26 to 2029/30 Transportation Improvement Program (TIP). The motion was seconded by Commissioner Cantu. The motion carried unanimously by roll call vote.

B. Review and Approval of Resolution 2026-06 adopting the FY 2026/27 and 2027/28 Unified Planning Work Program (UPWP) and authorizing the execution of the FDOT/Metropolitan Planning Organization Agreement (Roll Call Vote Required)

Ms. Nicoulin discussed the development of the new UPWP including the staff's day-to-day activities and deliverables. The draft document was compiled and sent to FDOT and FHWA for their review and comment. It was also posted for a thirty-day public comment period. FDOT provided several editorial comments, requiring no changes to the document. FHWA provided six comments resulting in minor changes to the document, including adding specific timelines for the deliverables. She stated that these edits have been made and explained how the budget ties into the UPWP. She added that there was a change to the budget tables in Task 6, Special Studies; last month, the TPO deobligated funds from the current UPWP to use in the first year of the new UPWP. There is an "80/20" rule in which you must spend down 80% of the PL funds in order to flex new SU funds. Since a significant amount of PL funds were deobligated, the TPO would be using those instead of adding additional SU funds so the threshold can be met moving forward.

Mayor Chasez commended Ms. Nicoulin and the TPO staff for the work it took to get here.

MOTION: A motion was made by Mayor Chasez to approve Resolution 2026-06 adopting the FY 2026/27 and 2027/28 Unified Planning Work Program (UPWP) and authorizing the execution of the FDOT/Metropolitan Planning Organization Agreement. The motion was seconded by Commissioner Cantu. The motion carried unanimously by roll call vote.

C. Review and Approval of Resolution 2026-07 supporting the Florida Department of Transportation (FDOT) as a Designated Recipient of Federal Transit Administration (FTA) formula-based funds (Section 5310) for the Deltona Urbanized Area

Ms. Nicoulin explained that as the Deltona Urbanized Area population has exceeded 200,000, it allows the designation of a recipient to manage the Section 5310 program. This resolution supports FDOT as the designated recipient of FTA funds. She explained that neither the TPO nor VoTran are able to administer this task. She noted that FDOT is already the designated recipient of FTA funds for other urbanized areas.

Mayor Chasez asked for examples of projects funded by FTA funds that have helped seniors and people with disabilities. Ms. Nicoulin stated that she will put together a list of projects that were geared to enhance mobility for seniors and people with disabilities. The TPO's Transportation Improvement Program (TIP) includes all projects that receive the funds. She can include this information as part of the TIP presentation next month. She stated that VoTran is applying for some of the funds and that a fifty percent match is required. She added that recipients can be transit agencies, local governments, or non-profit organizations.

Commissioner Heriot echoed Mayor Chasez' question, stating he would be interested to know what the funds have historically been used for prior to the next TPO Board meeting.

Council Member Johansson asked if the amount of funding has changed. Ms. Nicoulin explained that it is not a new program; the Deltona Urbanized Area received less funding previously due to having a lower population.

MOTION: A motion was made by Mayor Chasez to approve Resolution 2026-07 supporting the Florida Department of Transportation (FDOT) as a designated recipient of Federal Transit Administration (FTA) formula-based funds (Section 5310) for the Deltona Urbanized Area. The motion was seconded by Commissioner Heriot and carried unanimously.

D. Review and Approval of Resolution 2026-08 adopting the TPO Travel Reimbursement Rates

Ms. Nicoulin explained that this resolution documents how the TPO reimburses employees for travel; nothing is changing, this just makes the policy official. The TPO currently reimburses at the federal rate; however, because there isn't an official resolution, we can only ask for reimbursement at the state rate. The difference is covered through local funds.

Mayor Cloudman noted that the budget documents this.

Mayor Chasez pointed out that "government" in the heading of the resolution was spelled incorrectly.

MOTION: *A motion was made by Vice Mayor Gillis to approve Resolution 2026-08 adopting the TPO Travel Reimbursement Rates. The motion was seconded by Commissioner Martin and carried unanimously.*

5. Presentations, Status Reports, and Discussion Items

A. Presentation and Discussion of the Draft FY 2026/27 TPO Operating Budget

Ms. Nicoulin went over the draft budget, explaining the revenue sources and changes from the prior year. The new UPWP, which was just approved, ties into the budget.

Commissioner Snow asked about the special studies the TPO will work on. Ms. Nicoulin explained that in the newly adopted UPWP, an e-bike study is a new deliverable that staff will be undertaking, although the scope has not yet been developed.

Mayor Chasez asked about the staff salary and fringe benefit inclusion of \$50,000 for reorganization and whether that amount is unnecessarily high in a fiscally conservative period. Ms. Nicoulin explained that, a few years ago, the amount was \$25,000, and the Executive Committee suggested raising it to \$50,000, keeping in mind the vacant positions salaries which have not been adjusted yet. She noted that the TPO is currently well under budget. She stated that she would provide information on the use of \$50,000 allocated to additional contingency for reorganization, staffing, and merit in the past.

Commissioner Heriot asked if she is expecting to add new staff members this year. Ms. Nicoulin stated that she will be looking into hiring upon rewriting job descriptions for the vacant planning positions, and she noted that more consultant support may be needed.

B. FDOT Report

Ms. Powell reviewed the FDOT report; she announced that Work Zone Awareness Week is from April 20th – 24th and shared a video illuminating the importance of driving safely through work zones; announced the next annual Central Florida Safety Summit on May 8th in St. Cloud; and stated that FDOT is beginning their tentative Work Program for FY 2028 to FY 2032 and that statewide program planning workshops are scheduled for April through July. She added that updated project cost estimates are due by May 30, 2026.

Commissioner Dance asked for an update on the Pellicer Creek Bridge and if there are accommodations for pedestrian pathways. Ms. Powell stated that she would look into that.

Council Member Miller stated that he supports a pedestrian path on US 1, from Bunnell straight through to I-95.

6. Executive Director's Report

Ms. Nicoulin stated that as FDOT is beginning their tentative Work Program cycle, the TPO is currently developing the Transportation Improvement Program for FY 2027/28 to FY 2030/31 which will be presented in May with adoption in June. She noted that the TPO is working with the cities and counties to provide updated project cost estimates to FDOT. She gave an update on the Call for Projects reviewing and scoring; and an update that the TPO Interlocal Agreement will be submitted to the cities and counties shortly for their execution.

7. Volusia-Flagler TPO Board Member Comments

Commissioner Dance thanked the TPO for partnering with Flagler County's Celebrate Trails Day which takes place in Palm Coast on Saturday, April 25th and encouraged participation.

Commissioner Snow showed appreciation for the sympathy and support received since the passing of Vice Mayor Roy Johnson. She formally introduced herself to the Board as the primary representation for the city of Holly Hill.

8. Volusia-Flagler TPO Chairperson Comments

There were no Chairperson comments.

9. Information Items

- A. BPAC Attendance Record
- B. CAC Attendance Record
- C. TCC Attendance Record
- D. TPO Outreach & Activities
- E. Upcoming Events
- F. Volusia County and Flagler County Construction Reports

10. Adjournment

There being no further business, the Volusia-Flagler TPO Board meeting adjourned at 10:06 a.m.

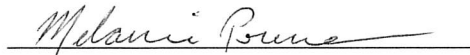
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the Volusia-Flagler TPO Board certifies that the foregoing is a true and correct copy of the minutes of the April 22, 2026 regular meeting of the Volusia-Flagler Transportation Planning Organization (TPO) Board, approved and duly signed this 27th day of May 2026.



MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

****A recording of the April 22, 2026 Volusia-Flagler TPO Board meeting is available upon request.**

