



MEETING AGENDA

EXECUTIVE COMMITTEE

Councilman Eric Sander, Chairperson

DATE: Wednesday, May 6, 2026
TIME: 9:00 a.m.
PLACE: Volusia-Flagler TPO Conference Room
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Microsoft Teams Information:
[Join the Executive Meeting](#)
By phone: +1 561-484-5911 ID: 202 811 037#

EXECUTIVE COMMITTEE AGENDA

- 1. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM**
- 2. PUBLIC COMMENT/PARTICIPATION** *(Length of time at the discretion of the Chairperson)*
Anyone wishing to make a public comment should fill out a speaker card and hand it to a TPO staff member or the Chairperson. You will be called on when the item is discussed. If you wish to speak about an item not on the agenda, you will be called during public comment/participation.
- 3. BUSINESS ITEMS**
 - A. Discussion and Recommendation of the Executive Director’s Performance Evaluation**
The Executive Committee is designated to perform the annual evaluation of the Volusia-Flagler TPO Executive Director. This review is required by the TPO’s contract with the Executive Director. The TPO’s General Counsel is compiling the scores of each Executive Committee member and will present the results in a summary memorandum. The summary memorandum will be provided under separate cover.
 - B. Discussion and Recommendation of a Slate of TPO Officers for FY 2026/27**
Per the TPO Bylaws, a recommended slate of officers consisting of a Chairperson, 1st Vice Chairperson/Treasurer, and 2nd Vice Chairperson/Secretary shall be presented to the TPO Board in May to serve a one-year term, starting in July of each year. The current slate of officers is as follows:
 - *TPO Chairperson – Councilman Eric Sander, South Daytona*
 - *1st Vice Chairperson/Treasurer – Vacant*
 - *2nd Vice Chairperson/Secretary – Council Member Danny Robins, Volusia County*
 - C. Discussion and Recommendation to Reschedule the November 25, 2026 TPO Board Meeting to November 18, 2026**
Since the November TPO Board meeting falls the day before Thanksgiving and a physical quorum may be difficult to reach, the meeting has been typically rescheduled to occur a week before on the 3rd Wednesday of the month.

3. BUSINESS ITEMS (Continued)**D. Review and Approval of a Letter of Support for the City of Deltona's Application to the Safe Streets and Roads for All (SS4A) Grant Program (pg. 3)**

This letter provides support for the City of Deltona's application for the Safe Streets and Roads for All Grant Program to develop a Bicycle/Pedestrian/Motorist Comprehensive Safety Action Plan (CSAP) to improve safety for all users travelling within the city.

E. Review and Approval of a Letter of Support for VoTran's Application to the Commission for the Transportation Disadvantaged (CTD) for an Innovative Service Development (ISD) Grant (pg. 4)

This letter provides support for the VoTran's application for an Innovative Services Development Grant to provide additional flexibility to transportation disadvantaged (TD) riders on VoRide, Volusia County's on-demand rideshare public transit service.

F. Review and Approval of the April 1, 2026 Executive Committee Meeting Minutes (pgs. 5-7)**G. Review and Approval of the Draft May 27, 2026 TPO Board Agenda (pgs. 8-9)****4. STAFF COMMENTS****5. EXECUTIVE COMMITTEE MEMBER COMMENTS****6. ADJOURNMENT**

The next Executive Committee meeting will be on Wednesday, June 3, 2026

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

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia-Flagler TPO office, 1540 Cornerstone Blvd., Suite 240, Daytona Beach, Florida 32117; 386.271.0249, ext. 1, at least five (5) working days before the meeting date.

The Volusia-Flagler 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.vftpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386.271.0249, extension 1, or pblankenship@vftpo.org.

Persons who require translation services, which are provided at no cost, should contact the Volusia-Flagler TPO at 386.271.0249 or by email at PBlankenship@vftpo.org at least five (5) business days before the meeting.



ES 2026-06

May 6, 2026

The Honorable Sean P. Duffy
Office of the Secretary of Transportation
U.S. Department of Transportation
1200 New Jersey Avenue, SE
Washington, DC 20590

RE: U.S. Department of Transportation Safe Streets and Roads for All (SS4A) Grant Program – City of Deltona Comprehensive Safety Action Plan

Dear Secretary Duffy,

On behalf of the Volusia-Flagler Transportation Planning Organization (TPO), I am writing to express support for the City of Deltona's Safe Streets and Roads for All (SS4A) Grant Application to develop a Bicycle/Pedestrian/Motorist Comprehensive Safety Action Plan (CSAP).

As the federally designated Metropolitan Planning Organization for the region, the Volusia-Flagler TPO is responsible for coordinating long-range transportation planning, performance-based prioritization, and federal compliance for transportation investments. The proposed application is consistent with the TPO's 2050 Long Range Transportation Plan and its goals and objectives.

Per the proposed grant application, the City of Deltona will develop a Bicycle/Pedestrian/Motorist Comprehensive Safety Action Plan (CSAP) to improve safety for all users travelling within the city. The grant will allow Deltona to continue local safety efforts initiated through the Volusia-Flagler Transportation Planning Organization's Vision Zero Action Plan, adopted in June of 2025, which sets the framework to eliminate roadway fatalities and serious injuries by the year 2050.

Subject to receipt of an SS4A award, the Volusia-Flagler TPO anticipates coordination with the City of Deltona on developing their CSAP consistent with their adopted target zero vision and the safe system approach.

Thank you for your consideration of this project that supports, strengthens, and builds upon safety initiatives within our region.

Respectfully,

City of South Daytona Councilman Eric Sander
Volusia-Flagler TPO Board Chairperson



ES 2026-07

May 6, 2026

Karen Somerset, F.C.C.M.
Interim Executive Director
Florida Commission for the Transportation Disadvantaged
605 Suwannee Street, Mail Station 49
Tallahassee, FL 32399-0450

RE: Application of the County of Volusia d/b/a Votran for the FY 2026-27 Florida Commission for the Transportation Disadvantaged Innovative Service Development Grant

Dear Ms. Somerset,

The Volusia-Flagler Transportation Planning Organization (TPO) is the Designated Official Planning Agency for transportation disadvantaged planning for Volusia County. On behalf of the TPO, I would like to express our support for Votran's application to the FY 2026-27 Innovative Service Development Grant Program.

Votran's proposal seeks funding to provide trips to transportation disadvantaged (TD) riders on VoRide, Volusia County's on-demand rideshare public transit service. Eligible TD riders will have guaranteed availability to schedule trips 24 hours in advance (up to two trips per day) on VoRide. The proposal provides additional flexibility to TD riders who are currently scheduling local trips seven days in advance. These funds are crucial to enhance the ability of TD riders to obtain trips when needed.

The Volusia-Flagler TPO recognizes the vital role that Volusia County Transit Services Division plays in providing essential transportation services to our communities. Maintaining a reliable and modernized transportation network is paramount to meeting the evolving needs of our residents and visitors, enhancing mobility options, and reducing environmental impacts.

The Volusia-Flagler TPO is supportive of this project and believes it will have a positive impact on public transportation service within Volusia County. If you have any questions or need additional information, please feel free to contact us.

Respectfully,

City of South Daytona Councilman Eric Sander
Volusia-Flagler TPO Board Chairperson

**Executive Committee Meeting Minutes
April 1, 2026
Volusia-Flagler TPO
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117**

Members Physically Present:

Mayor Chris Cloudman
Vice Mayor Charlotte Gillis
Council Member Reed Foley, 1st Vice Chairperson
Councilman Eric Sander, Chairperson
Council Member Danny Robins, 2nd Vice Chairperson

Representing:

DeLand
Edgewater
Port Orange
South Daytona
Volusia County

Members Absent:

Council Member Ty Miller
Commissioner Andy Dance (excused)

Representing:

Palm Coast
Flagler County

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Kia Powell

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT

Others Virtually Present:

Mariel Lemke
Sierra Williams

Representing:

TPO Staff
Observer News

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

The Volusia-Flagler Transportation Planning Organization (TPO) Executive Committee meeting was called to order at 9:02 a.m. by Chairperson Eric Sander. It was determined through roll call that a quorum was physically present. The meeting was held in a hybrid format with remote participation provided; five voting members were physically present.

2. Public Comment/Participation

There were no public comments.

3. Business Items

A. Review and Approval of an Expenditure to Support the Development of the FY 2026/27 to FY 2030/31 Transportation Improvement Program (TIP)

Ms. Nicoulin explained that this expenditure is for planning and support services to make changes to the narrative portion of the TIP to make it consistent with the 2050 Long Range Transportation Plan. She discussed the timeline, stating that a draft will need to be prepared by May. The consultant will be Kimley-Horn as they were the consultants who handled the LRTP. She noted that the expenditure can be approved by the Executive Committee as the expenditure will not exceed \$25,000. This is in the current Unified Planning Work Program (UPWP).

MOTION: A motion was made by Council Member Robins to approve an expenditure to support the development of the FY 2026/27 to FY 2030/31 Transportation Improvement Program (TIP). The motion was seconded by Vice Mayor Gillis and carried unanimously.

B. Review and Recommend Approval of the FY 2026/27 TPO Operating Budget

[Handout provided]

Ms. Nicoulin went over the draft budget, explaining the revenue sources and changes from the prior year. The new UPWP, which is currently under review, ties into the budget. She stated that the budget has historically been reviewed in May, however, the item is being presented earlier this year to better align with the development of the UPWP.

Council Member Foley asked about the difference between the funds allotted for salaries and the amount that has been utilized. Ms. Nicoulin explained that the budget includes salaries for vacant positions.

Mayor Cloudman asked about the funds used for legal services. Ms. Nicoulin discussed the recent legal counsel turnover noting she has a meeting with legal counsel on Monday.

Mayor Cloudman asked if staff are provided with opportunities for educational development such as workshops and conferences. Ms. Nicoulin explained that opportunities are provided, however, the monthly meeting schedule often creates conflicts. She stated that revising the meeting schedule may be worth looking into. Mayor Cloudman suggested online educational opportunities.

Members discussed the decrease in the State Board of Administration funds.

Ms. Nicoulin recognized Ms. Mariel Lemke for her work on the budget.

MOTION: *A motion was made by Council Member Foley to recommend approval of the FY 2026/27 TPO Operating Budget. The motion was seconded by Vice Mayor Gillis and carried unanimously.*

C. **Review and Approval of the March 4, 2026 Executive Committee Meeting Minutes**

MOTION: *A motion was made by Council Member Foley to approve the March 4, 2026 Executive Committee minutes. The motion was seconded by Vice Mayor Gillis and carried unanimously.*

D. **Review and Approval of the Draft April 22, 2026 TPO Board Agenda**

Ms. Nicoulin reviewed the draft TPO Board agenda including two resolutions.

Members discussed the changes that will be made with the resolution regarding the TPO travel policy. Ms. Nicoulin explained the different state and federal reimbursement rates, noting that it is necessary to have a formal travel policy resolution in order to be reimbursed at the federal rate. This is simply an administrative change; not a change to the actual travel policy.

MOTION: *A motion was made by Council Member Foley to approve the draft April 22, 2026 TPO Board agenda. The motion was seconded by Vice Mayor Gillis and carried unanimously.*

4. **Staff Comments**

There were no staff comments.

5. **Executive Committee Member Comments**

Council Member Foley restated his plan to resign from the TPO Board and Executive Committee due to upcoming travel and expressed his honor in having served.

Chairperson Sander thanked him for his service to the TPO noting he brought a fresh, young perspective.

6. **Adjournment**

The Executive Committee meeting adjourned at 9:41 a.m.

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 certifies that the foregoing is a true and correct copy of the minutes of the April 1, 2026 regular meeting of the Executive Committee approved and duly signed on this 6th day of May 2026.

MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

***** A recording of the April 1, 2026 Executive Committee meeting is available upon request.***



MEETING AGENDA

VOLUSIA-FLAGLER TPO BOARD

Councilman Eric Sander, Chairperson

DATE: Wednesday, May 27, 2026
TIME: 9:00 a.m.
PLACE: Volusia-Flagler TPO Conference Room
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Microsoft Teams Information:
[Join the TPO Board Meeting](#)
By phone: +1 561-484-5911 ID: 203 962 548#

TPO BOARD AGENDA (DRAFT)

1. **CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE**
2. **PUBLIC COMMENT/PARTICIPATION** *(Length of time at the discretion of the Chairperson)*
Anyone wishing to make a public comment should fill out a speaker card and hand it to a TPO staff member or the Chairperson. You will be called on when the item is discussed. If you wish to speak about an item not on the agenda, you will be called during public comment/participation.
3. **CONSENT AGENDA**
 - A. April 22, 2026 Volusia-Flagler TPO Board Meeting Minutes
 - B. Treasurer's Report
 - C. Executive Committee Report
 - D. Bicycle/Pedestrian Advisory Committee Report
 - E. Citizens Advisory Committee Report
 - F. Technical Coordinating Committee Report
 - G. Volusia-Flagler TPO Board Report
 - H. Executive Director Timesheet Review Reports
 - I. Review and Approval of Resolution 2026-## authorizing the filing and execution of the FY 2026/27 Transportation Disadvantaged (TD) Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged
 - J. Appointment of Donna Carter to represent the Association for Community Action as an alternate on the Transportation Disadvantaged Local Coordinating Board (TDLCB)
 - K. Reschedule the November 25, 2026 TPO Board Meeting to November 18, 2026
 - L. Review and Approval of the Intergovernmental Coordination and Review (ICAR) and Public Transportation Collaborative Planning Agreement
4. **ACTION ITEMS**
 - A. Review and Approval of Resolution 2026-## amending the 2025/26 to 2029/30 Transportation Improvement Program (TIP) **(Roll Call Vote Required)**
 - B. Review and Approval of the Recommended Slate of TPO Officers for FY 2026/27

4. ACTION ITEMS (Continued)

- C. Review and Approval of the TPO Operating Budget
- D. Review and Approval of the Executive Director's Evaluation

5. PRESENTATIONS AND DISCUSSION ITEMS

- A. Presentation and Discussion of the Draft 2026 List of Prioritized Projects (LOPP)
- B. Presentation and Discussion of the Draft FY 2026/27 to FY 2030/31 Transportation Improvement Program (TIP)
- C. Presentation and Discussion of the Federal Transit Administration Section 5310 Program Funding
- D. FDOT Report

6. EXECUTIVE DIRECTOR'S REPORT**7. TPO BOARD MEMBER COMMENTS****8. TPO 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

The next Volusia-Flagler TPO Board meeting will be held on **June 24, 2026**.

June 2026 Meeting Dates

Executive Committee, June 3, 2026 @ 9:00 am
 Bicycle/Pedestrian Advisory Committee, June 10, 2026 @ 2:00 pm
 Citizens Advisory Committee, June 16, 2026 @ 1:15 pm
 Technical Coordinating Committee, June 16, 2026 @ 3:00 pm
 Volusia-Flagler TPO Board, June 24, 2026 @ 9:00 am

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

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia-Flagler TPO office, 1540 Cornerstone Blvd., Suite 240, Daytona Beach, Florida 32117; 386.271.0249, ext. 1, at least five (5) working days before the meeting date.

The Volusia-Flagler 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.vftpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386.271.0249, ext. 1, or pblankenship@vftpo.org.

Persons who require translation services, which are provided at no cost, should contact the Volusia-Flagler TPO at 386.271.0249 or by email at PBlankenship@vftpo.org at least five (5) business days before the meeting.