

**Technical Coordinating Committee (TCC)
Meeting Minutes
May 16, 2023**

TCC Members Physically Present:

Brian Woodworth
Noel Eaton
Steven Bapp
Melissa Winsett
Caryn Miller
Becky Mendez
Shawn Finley
Phong Nguyen
Adam Mendenhall
Tim Burman
Steven Danskine
Sean Castello
Edie Biro
Rakinya Hinson (non-voting advisor)

TCC Members Virtually Present:

Marcus DePasquale

TCC Members Absent:

Joseph Ruiz (excused)
Darren Lear (excused)
Brian Walker, Chairperson (excused)
Lee Evett
Shane Corbin (excused)
Mark Karet
Mike Disher (excused)
Faith Alkhatib

Others Physically Present:

Pamela Blankenship, Recording Secretary
Colleen Nicoulin
Stephan Harris
Jason Learned

Others Virtually Present:

Jay Williams
April Bacchus

Representing:

Daytona Beach Alternate
Daytona Beach Shores
DeBary Alternate
DeLand
Flagler Beach
Orange City
Ormond Beach
Palm Coast
Ponce Inlet Alternate
Port Orange
South Daytona
Volusia County Traffic Engineering
Votran
FDOT

Representing:

Bunnell

Representing:

Deltona
Edgewater
Holly Hill
Lake Helen
New Smyrna Beach
Pierson
Ponce Inlet
Flagler County Traffic Engineering

Representing:

TPO Staff
TPO Staff
TPO Staff
FDOT

Representing:

Volusia County
ETM, Inc.

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

Ms. Nicoulin stated that Mr. Walker, TCC Chairperson, and Mr. Disher, TCC Vice Chairperson were both absent and the committee needed a motion to elect the immediate past chairperson, Ms. Mendez, to serve as the Chairperson pro-tempore for this meeting. Volunteers to be the chair could also be nominated.

MOTION: *A motion was made by Mr. Nguyen to elect Ms. Becky Mendez as Chairperson pro-tempore for the May TCC meeting. The motion was seconded by Ms. Miller and carried unanimously.*

TCC Chairperson pro-tempore Mendez called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:03 p.m. The roll was called and it was determined that a quorum was physically present. The meeting was held in a hybrid format with thirteen voting and one non-voting member physically present; and one member virtually present.

MOTION: *A motion was made by Mr. Finley to allow members attending virtually to participate and vote. The motion was seconded by Ms. Miller 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 April 18, 2023 TCC Minutes

MOTION: *A motion was made by Ms. Winsett to approve the April 18, 2023 TCC minutes. The motion was seconded by Mr. Danskine and carried unanimously.*

B. Review and Recommend Approval of Resolution 2023-## Amending the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP) (Roll Call Vote Required)

Ms. Nicoulin explained that there were five projects being amended into the current TIP which she proceeded to review. Four of the projects are in FY 2024 of next year's TIP, but because there is an overlap between when the TPO's fiscal year ends on June 30, and when the federal fiscal year ends on September 30, the projects need to be in the TPO's current TIP to ensure they continue to move forward and are able to be programmed.

MOTION: *A motion was made by Ms. Winsett to recommend approval of Resolution 2023-## amending the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP). The motion was seconded by Ms. Miller and carried unanimously by roll call vote.*

C. Review and Recommend Approval of Resolution 2023-## Amending the River to Sea TPO Metropolitan Planning Organization Agreement and FY 2022/23 and FY 2023/24 Unified Planning Work Program (UPWP) (Roll Call Vote Required)

Ms. Nicoulin stated this item is an amendment to the MPO funding agreement with FDOT and next year's UPWP. She reviewed the amendment which includes raising the ceiling of funding and the de-obligation of funds.

Mr. Nyugen asked if the funding had been appropriated.

Ms. Nicoulin stated that these were the TPO's planning funds and by amending them into the UPWP we will be able to utilize them at the start of the next fiscal year.

MOTION: *A motion was made by Mr. Danskine to recommend approval of Resolution 2023-## amending the River to Sea TPO Metropolitan Planning Organization Agreement and FY 2022/23 and FY 2023/24 Unified Planning Work Program (UPWP). The motion was seconded by Mr. Nguyen and carried unanimously by roll call vote.*

D. Review and Recommend Approval of Resolution 2023-## Adopting Targets for PM2 (Bridge & Pavement) and PM3 (System Performance & Freight Movement)

Ms. Nicoulin stated that this item was presented last month; the TPO adopts these targets every four years and must be adopted by June 14, 2023. The TPO recommends supporting FDOT and adopting their targets.

Pro-tempore Chairperson Mendez asked if the TPO had a bridge performance inventory.

Ms. Nicoulin stated that the TPO is provided with the data from FDOT. In terms of bridge conditions, only one or two bridges were listed as critical. She can find that information and send it to the members.

MOTION: *A motion was made by Mr. Danskine to recommend approval of Resolution 2023-## adopting Targets for PM2 (Bridge & Pavement) and PM3 (System Performance & Freight Movement). The motion was seconded by Ms. Winsett.*

IV. Presentation Items

A. Presentation and Discussion of the Draft Volusia and Flagler Functional Classification Maps

Mr. Jason Learned, FDOT, briefly reviewed the comments that were received on the draft functional classification maps for Volusia and Flagler Counties. Flagler County has deferred to Flagler Beach on Lambert Avenue but he has not had any follow-up from them. Regarding the cities in Volusia County, they have heard from Ormond Beach, Port Orange, Ponce Inlet, DeLand, and Orange City. The only outstanding items are Volusia County's comments; they wanted to follow up on them but have not heard back yet. No comments have been received from Daytona Beach, which is concerning. He will get in touch with those jurisdictions that have unresolved comments. The map is available and will be sent out after the meeting. He encouraged the members to review the map and make sure the changes they recommended had been made.

Ms. Miller asked what change for Lambert Avenue was being recommended.

Mr. Learned responded that they are proposing for the classification to be changed from a local road to a minor collector. It is the only connection out of the neighborhood via Palm Drive and SR 100; as a minor collector, it would be eligible for reimbursement from FEMA for cleanup. Flagler County did not agree to the change in classification but said they will defer to Flagler Beach.

Ms. Miller commented that it makes sense for the road to be a minor collector.

Mr. Learned requested that Ms. Miller send that request in an email so that they have it on record.

Mr. Danskine stated that he concurred with the one change in South Daytona; he sent an email to FDOT but it is not reflected on the map. He asked if he should make the comment on the map as well.

Mr. Learned replied that he should make the comment on the map because they receive a lot of emails and it is possible his comment could get lost.

Mr. Nguyen asked where he could see the updates.

Mr. Learned stated that Ms. Nicoulin would send the link out after the meeting.

B. Presentation and Discussion of the Draft FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP)

Ms. Nicoulin gave a presentation on the draft FY 2023/24 to FY 2027/28 TIP which represents all the funding to be spent over the next five years in the TPO planning area. The document is based on the FDOT Tentative Work Program from last fall. It includes almost \$660 million in funding over five years and covers federal and state-funded projects. The draft TIP will be posted following the May TPO Board meeting for a 30-day public comment period. She will send out a link and summary information. She asked the members to look at areas of interest to them and projects within their municipalities. The draft TIP will be back next month for a recommendation of approval from the committee.

C. Presentation and Discussion of the Draft List of Priority Projects (LOPP)

Ms. Nicoulin gave a presentation on the draft List of Priority Projects; a series of lists identified in the LRTP and added to each year based on the applications received from the local governments during the TPO's call for projects. She explained each list and how it is populated. She noted that she would send the link to the Priority Project Lists to the members after the meeting. She noted that the TPO received a letter of request from the city of Edgewater and a resolution of support from Oak Hill for the I-95 at SR 442 interchange to be placed on

the SIS Planning Studies List which includes unfunded needs. If money becomes available in the SIS program, the projects on the list can be moved forward. She continued reviewing the lists noting that this year points were awarded for safety, equity, resiliency, and stormwater. The lists will be back next month for a recommendation of approval. There may be changes to the lists which could include the addition of cost estimates. She asked the members to look at their projects and make sure everything is correct.

Pro-tempore Chairperson Mendez asked Ms. Nicoulin to send an email to the committee letting them know when the LOPP is available.

D. FDOT Report

Ms. Rakinya Hinson, FDOT, stated the FDOT report was provided in the agenda. She referred the members to www.cflroads.com for the most up-to-date project information and noted she was available for any questions.

E. Volusia and Flagler County Construction Reports

Mr. Castello reviewed some of the projects on the Volusia County Construction Report. The Flagler County Construction Report was provided in the agenda.

V. Staff Comments

Ms. Nicoulin stated that the TPO issued a request for proposal (RFP) for a general planning consultant (GPC) last week to help the TPO with planning and other activities. The RFP is open until June 9, 2023, and a recommendation will be brought before the TPO Board on June 28, 2023. She announced that the TPO has hired a new Administrative Assistant, Ms. Donna King, who will be starting on May 30, 2023. She noted that the TPO is still looking at hiring transportation planners. She announced that next month the TPO will be undergoing a federal certification; there will be a public meeting on June 14, 2023, following the BPAC meeting from 5:00 – 6:00 pm. She invited the members to attend.

VI. TCC Member Comments

There were no TCC member comments.

VII. Information Items

- CAC & TCC Attendance Records
- River to Sea TPO Outreach and Events
- Upcoming River to Sea TPO events
- TPO Board Report

VIII. Adjournment

There being no further business, the TCC meeting adjourned at 3:55 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



MR. BRIAN WALKER, 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 May 16, 2023 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 20th day of June 2023.



PAMELA BLANKENSHIP, RECORDING SECRETARY

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the May 16, 2023 TCC meeting is available upon request.**