

**Technical Coordinating Committee (TCC)
Meeting Minutes
June 15, 2021**

TCC Members Physically Present:

Brian Woodworth
Matt Boerger
Belinda Collins
Ron Paradise
Darren Lear
Brian Walker, Vice Chairperson
Kyle Fegley
Becky Mendez, Chairperson
Mark Karet
Mike Disher
Tim Burman
Melissa Winslett
Ralf Heseler

TCC Members Virtually Present:

Carl Cote
Rakinya Hinson (non-voting advisor)

TCC Members Absent:

Rodney Lucas
Stewart Cruz
Lee Evett
Shawn Finley (excused)
Brian Peek
Lauren Possinger
Adam Mengel

Others Present:

Debbie Stewart, Recording Secretary
Colleen Nicoulin
Pam Blankenship (virtually)
Lois Bollenback
Stephan Harris
Emily Nice
Mo Hassan (virtually)
Tony Nosse (virtually)
Sean Castello
John Cotton

Representing:

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

Representing:

Palm Coast Alternate
FDOT District 5

Representing:

Bunnell
Daytona Beach Shores
Lake Helen
Ormond Beach
South Daytona
V.C. Emergency Management
F.C. Traffic Engineering

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
Citizen
FDOT
FDOT
Volusia County Traffic Engineering
Votran

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 members physically present and one voting and one non-voting member 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. Paradise and carried unanimously.*

The Pledge of Allegiance was given.

II. Public Comments/Participation

Ms. Emily Nice, citizen, stated she is a resident Daytona Beach beachside and she is a very active volunteer of the Seabreeze Neighborhood Watch Group, the Beachside Watch Group as well as the Mayor's Beachside Advisory Committee. She suggested putting up temporary signs on East International Speedway Boulevard (ISB) that state construction is coming or something that shows visitors we are working on the area and we see the blight. ISB is a main gateway to beachside and currently, visitors see a horrible blight. There is no indication that improvements are coming nor do they know to look at the website to see what is coming; a sign would encourage visitors and the public know improvements are coming. She referred to the lighting along ISB and that Mr. Holmes from the city of Daytona Beach Public Works Department is working on it so that the crosswalk lighting project will be consistent. She encouraged and suggested the use of shade trees instead of palm trees on East ISB; there is a lot of concrete and there may be more bicycle and pedestrian activity if there were shade trees. The city needs help with its appearance along the gateways and she appreciates whatever can be done.

III. Action Items

A. Review and Approval of May 15, 2021 TCC Meeting Minutes

MOTION: *A motion was made by Mr. Lear to approve the May 15, 2021 TCC meeting minutes. The motion was seconded by Mr. Paradise and carried unanimously.*

B. Nomination and Election of CAC/TCC Officers for FY 2021/22

Ms. Nicoulin stated the TCC elects or re-elects officers each year for the next fiscal year that begins July 1; officers can only serve two consecutive terms. The current officers are Chairperson Mendez and Vice Chairperson Walker and they have both served one term; they are eligible for re-election.

MOTION: *A motion was made by Mr. Karat to re-elect Ms. Becky Mendez as TCC Chairperson and Mr. Brian Walker as TCC Vice Chairperson for FY 2021/22. The motion was seconded by Ms. Collins and carried unanimously.*

C. Review and Recommend Approval of Resolution 2021-## Adopting the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP) (Roll Call Vote Required)

Ms. Nicoulin stated a presentation was given last month on the development of the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP). This document is updated and adopted each year; it is a five-year programming of the transportation funds within the TPO's planning area. The TIP includes all different types of projects; not just bicycle/pedestrian or capacity projects but also resurfacing, maintenance, lighting, landscaping, aviation, transit and any projects funded with federal or state funds in our planning area. Last month she highlighted the ten new bicycle/pedestrian projects that are moving into the new TIP in some phase of funding. A link to the draft TIP, as well as a link to a comparison report, was provided in the agenda; the comparison report reflects the significant changes between the current TIP and the proposed TIP. She highlighted the bicycle/pedestrian projects being added into the TIP last month but there are also some capacity projects moving into the TIP; the I-95 and US 1 interchange is funded for design in FY 2026; the I-95 and LPGA Boulevard interchange is currently undergoing a PD&E study and design has been funded for FY 2026; the roundabout at Tomoka Farms Road and Pioneer Trail is currently funded for right-of-way and construction is funded for FY 2024; and additional right-of-way funding has been added for the SR 40 widening west of Ormond Beach.

Chairperson Mendez stated Orange City has a roundabout that is currently under design; the Tomoka Farms Road and Pioneer Trail roundabout came in as a TIP amendment and she asked if it went through the TPO's normal ranking process.

Ms. Nicoulin replied yes; it was submitted as a project application through the annual Call for Projects and it is on the List of Priority Projects (LOPP).

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2021-## adopting the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP). The motion was seconded by Mr. Paradise and carried unanimously by a roll call vote.*

D. Review and Recommend Approval of Resolution 2021-## Amending the FY 202/21 and 2021/22 Unified Planning Work Program (UPWP) (Roll Call Vote Required)

Ms. Nicoulin stated the Unified Planning Work Program (UPWP) is the TPO's two-year work plan that identifies the work products completed at the staff level and how those are funded. We are at the end of the first year and the UPWP must be amended to add additional funds that have become available. The TPO utilizes Federal Transit Administration (FTA) funding to support planning activities related to public transit in both Volusia and Flagler Counties. The TPO operates off of a grant that expired at the end of the last calendar year and those monies have been reissued to the TPO in the amount of \$99,357 which are being added to the UPWP. Also, the Florida Commission for the Transportation Disadvantaged (CTD) planning grant the TPO received was adjusted to add an additional \$954 which is used to support the Transportation Disadvantaged Local Coordinating Board (TDLCB).

MOTION: *A motion was made by Vice Chairperson Walker to recommend approval of Resolution 2021-## amending the FY 2020/21 and 2021/22 Unified Planning Work Program (UPWP). The motion was seconded by Mr. Karat and carried unanimously by a roll call vote.*

E. Review and Recommend Approval of Resolution 2021-## Adopting the 2021 List of Priority Projects (LOPP)

Ms. Nicoulin stated the TPO's List of Priority Projects (LOPP) is used by FDOT to develop their Work Program for next year which will roll into the TIP that the TPO will develop next year. The LOPP is a series of eight lists; the Strategic Intermodal System (SIS) list and the Regionally Significant non-SIS list come from the LRTP. There are also three lists for traffic operations, bicycle/pedestrian and planning studies; the projects on those lists are submitted to the TPO by local governments through the annual Call for Projects. Those lists are broken down into different tiers; Tier C are feasibility studies; Tier B are projects awaiting funding; and Tier A are projects that have received funding for one or more phases or are fully funded. The projects compete for the TPO's set aside SU federal funding. At times, the TPO is able to utilize state funding for these projects as well; when there are opportunities to do so, the TPO works with FDOT to leverage those funds. There is also a SUN Trail list which includes projects specific to the SUN Trail program; it includes gaps and segments being developing in our planning area. For the transit project list, the TPO defers to Votran and Flagler County Public Transportation to determine those project priorities. The LRTP was recently amended to include the SunRail Phase II North expansion on the transit list. The Transportation Regional Incentives Project (TRIP) list includes projects that receive state funding from documentary stamps; the TPO requests local governments identify projects that are ready to move when TRIP funding becomes available. TRIP projects within Volusia County require a 50% local match and the local governments must commit to that. The draft lists were presented last month and no changes have been made regarding the ranking of projects; local governments are required to submit updated cost estimates each year and some of those have been updated. One project on the bicycle/pedestrian Tier C list for a feasibility study is being removed; it is the Volusia Gap project and it is being removed at the request of the county because most of the original application is completed by SUN Trail and the city of DeBary is currently working on a segment along Dirksen Drive. Therefore, the application is obsolete as most of it has been completed.

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2021-## adopting the FY 2021 List of Priority Projects (LOPP). The motion was seconded by Vice Chairperson Walker and carried unanimously.*

F. Cancellation of July CAC and TCC Meetings

MOTION: *A motion was made by Mr. Lear to cancel the July TCC meeting. The motion was seconded by Mr. Paradise and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of Sea Level Rise and Transportation Resiliency

Ms. Bollenback gave a PowerPoint presentation of sea level rise and transportation resiliency to explain what the TPO has been doing to build a resilient transportation system. She explained that resiliency is any disruptive event or anything that disrupts our transportation system such as flooding, hurricane impacts, wildfires or major traffic incidents on our interstates or major corridors. It is important to be able recover and best to be able to forecast in advance and be prepared; we want to create a transportation system that is not disrupted so commerce is not interrupted and we have a reliable transportation system. This is important because if we do not manage flooding well we do not have access to our evacuation routes and we will not be able to return after a storm event. If we have not planned our stormwater and drainage systems well we will have flooding that will undermine the infrastructure of roads. The challenge is all of the action that is needed costs money; if we do not strengthen the existing system it will have to be rebuilt. We need to build more fortified structures for new facilities which drives up construction costs. She discussed other actions that could be taken. She reviewed related projections and trends to consider such as hurricanes and evacuations, tidal flooding, and wildfires that affect the transportation system and the costs associated with them. The high point in Volusia County is 120 feet above sea level whereas the high point in Flagler County is only 58 feet above sea level; we have work to do to prepare for sea level rise.

She continued with the presentation and stated the TPO is required to address sea level rise and resiliency by state and federal law as well as executive orders. She reviewed some of the things the TPO has done to address sea level rise and resiliency starting with an initial vulnerability assessment for Volusia and Flagler Counties. She explained the modeling program used through the University of Florida (UF) that identified the elevations of roadways and facilities to see what flooding would look like. She went over some of the other activities the TPO has done and stated resiliency is included in the Long Range Transportation Plan (LRTP) as well as in project ranking criteria. There are many other government agencies working on resiliency; she listed some of those agencies including FDOT and regional planning councils. It is required to be included in local governments comprehensive plans and coastal management. She explained the sea level scenario sketch planning tool developed by UF that will show neighborhoods and what flooding could look like in a specific area. She reviewed the results of the vulnerability assessments in Volusia and Flagler Counties and clarified most are segments of roadways. The best case scenario is to fix these issues when doing routine maintenance or resurfacing of roadways. The TPO will continue to work on resiliency; she explained the TPO's role is to collect information and inform the TPO Board and local governments. The TPO is required to ensure a 3-C planning process: continuing, cooperative and comprehensive. The TPO will be updating the vulnerability assessments, continuing to work with our partners and raising awareness so people understand the impacts of existing programs. The TPO Board may also put in place additional policy direction.

B. FDOT Report

The FDOT report was provided in the agenda.

Ms. Hinson stated the construction report outlines two upcoming projects; a resurfacing project and a sign and signal improvement. It also lists the current projects with the start and estimated completion dates; if additional information is required regarding a project, please let her know.

C. Volusia and Flagler County Construction Reports

The Volusia and Flagler County Construction Reports were provided in the agenda.

Ms. Winsett stated projects on the Volusia County Construction Report are moving along; phases have not changed and projects are not completed yet.

V. Staff Comments

Ms. Nicoulin stated that with the adoption of the List of Prioritized Projects (LOPP) staff is working to develop the next project implementation plan for funding over the next five years. The TPO does not have funding in each year but when we do, will identify which projects are coming up next. For local governments that have several projects that are ready to move forward, she is scheduling meetings to understand their projects; their timeline, if they are doing design in-house, when projects will be ready for construction, etc. Some local governments have only one project on the LOPP and staff will reach out to them individually. This information will be provided to FDOT for the next step which is a project intake meeting with the local governments.

D. TCC Member Comments

Mr. Heseler announced the new Votran service changes presented last month will go into effect on Sunday.

Ms. Winsett stated Volusia County had a recent situation with the Veteran's Administration (VA); they are planning a new clinic along Williamson Boulevard on the west side north of LPGA Boulevard within the city of Daytona Beach. The TPO's Transportation Impact Analysis (TIA) guidelines require alternative and multi modes; the county questioned how they would get transit service to the site. The answer they received was they are not; the transit stop would be on the north side of Technology Boulevard close to the Daytona State College Advanced Technology Center (ATC). That is not good for potentially disabled veterans trying to get to the clinic. The county asked the VA if they had reached out to Votran and they had. Votran did not want to go on site of the new development because of the maneuvering of the buses, potential issues with other vehicles, and potential effects of the timing of bus routes. They want to stay on the roadway. So now we have a new development that is far along in the development process and is far away from the roadway with no transit coordination. They do not respond to the suggestion of moving the building closer to Williamson Boulevard to reduce the walking distance from the transit stop. A meeting was held yesterday at the Volusia County Manager's office with Votran to discuss how they are going to do this; it ended up with Votran bringing transit service on site. This could have been prevented; she brought this issue up because the committee may need to discuss the issue as a case study. The county is not sure the cities understand that Votran is available to help with the preliminary planning stages and that Votran's intent is not to go on site but stay on the roadway. They may not know when to apply the transit development guidelines. This committee is a good place to discuss this issue; the TIA guidelines are being updated and the transit development guidelines will be incorporated into the TIA.

Mr. Cotton clarified that it is the fixed route buses and not the Gold service buses that do not go off the roadway.

Chairperson Mendez asked if Votran is adding a transit stop at the VA facility.

Mr. Cotton replied it would be built by the VA.

Ms. Winsett stated Votran is having to go on site in this circumstance which is not what they want to do; the county wants to prevent this happening in the future and it needs to be discussed. If a development waits until the TIA is needed, that is too late. She asked if the TPO could bring this issue as an agenda item or a workshop.

Ms. Nicoulin replied yes, it can be brought back as an agenda item to discuss the issue further. She will work with Ms. Winsett on it. She referred to the TIA guidelines that the TPO developed in 2016 and stated they were developed to provide a uniform guideline for all local governments to use because prior to that the local governments were doing it differently in terms of how the impact of transportation were being analyzed on the road network. It is time to revisit the TIA guidelines and that is in the UPWP as a task for the next fiscal year. It is a good idea to discuss this beforehand as we move into the development of updating the TIA guideline and incorporating transit requirements and technology guidelines.

Chairperson Mendez asked if the TPO would have it as a workshop at a TCC meeting or assemble a subcommittee to recommend a list of ideas for the TCC to consider.

Ms. Nicoulin replied it would not be at every meeting but a discussion item at the next TCC meeting. Staff has not yet scoped out the update to the TIA guidelines and will likely use a TPO consultant to do that. There will likely be a subcommittee to provide for that project. The agenda item will be a general discussion of issues local governments have had regarding new development and when the coordination of Votran is appropriate.

Discussion continued.

MOTION: *A motion was made by Mr. Paradise to add a discussion item regarding transit access to new developments to the August 17, 2021 TCC meeting. The motion was seconded by Mr. Disher and carried unanimously.*

VII. Information Items

- CAC & TCC Attendance Records
- May TPO Outreach and Events
- May 26, 2021 TPO Board Report

VIII. Adjournment

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

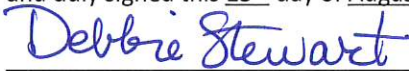
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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 June 15, 2021 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 15th day of August 2021.



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)
 TECHNICAL COORDINATING COMMITTEE (TCC)

ROLL CALL VOTE – UPWP AMENDMENT

MEETING DATE: TUESDAY, JUNE 15, 2021 QUORUM: 11 MEMBERS YES
 MEETING TIME: 3:00 P.M.
 MEETING LOCATION: VOLUSIA TPO

MOTION:

<u>REPRESENTING:</u>	<u>TCC MEMBER:</u>	<u>YES</u> / <u>NO</u>
BUNNELL	RODNEY LUCAS	<input type="checkbox"/> / <input type="checkbox"/>
DAYTONA BEACH	ANDY HOLMES/ BRIAN WOODWORTH	<input checked="" type="checkbox"/> / <input type="checkbox"/>
DAYTONA BEACH SHORES	STEWART CRUZ	<input type="checkbox"/> / <input type="checkbox"/>
DEBARY	MATT BOERGER /JOSEPH BARKER	<input checked="" type="checkbox"/> / <input type="checkbox"/>
DELTONA	RON PARADISE	<input checked="" type="checkbox"/> / <input type="checkbox"/>
DELAND	MIKE HOLMES/ BELINDA COLLINS	<input checked="" type="checkbox"/> / <input type="checkbox"/>
EDGEWATER	DARREN LEAR	<input checked="" type="checkbox"/> / <input type="checkbox"/>
HOLLY HILL	BRIAN WALKER	<input checked="" type="checkbox"/> / <input type="checkbox"/>
LAKE HELEN	TIM DAY Lee Evett	<input type="checkbox"/> / <input type="checkbox"/>
NEW SMYRNA BEACH	KYLE FEGLEY	<input checked="" type="checkbox"/> / <input type="checkbox"/>
ORANGE CITY	BECKY MENDEZ	<input checked="" type="checkbox"/> / <input type="checkbox"/>
ORMOND BEACH	SHAWN FINLEY	<input type="checkbox"/> / <input type="checkbox"/>
PALM COAST	JOSE PAPA Carl Cote	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PIERSON	MARK KARET	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PONCE INLET	MIKE DISHER	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PORT ORANGE	TIM BURMAN	<input checked="" type="checkbox"/> / <input type="checkbox"/>
SOUTH DAYTONA	BRIAN PEEK/PATTY RIPPEY	<input type="checkbox"/> / <input type="checkbox"/>
VOTRAN	RALF HESLER /JAKE LUNCEFORD	<input checked="" type="checkbox"/> / <input type="checkbox"/>
VC EMERGENCY MANAGEMENT	LAUREN POSSINGER	<input type="checkbox"/> / <input type="checkbox"/>
FLAGLER COUNTY TRAFFIC ENGINEERING	ADAM MENGEL	<input type="checkbox"/> / <input type="checkbox"/>
VOLUSIA COUNTY TRAFFIC ENGINEERING	JON CHENEY/ MELISSA WINSETT	<input checked="" type="checkbox"/> / <input type="checkbox"/>

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)
 TECHNICAL COORDINATING COMMITTEE (TCC)

ROLL CALL VOTE – TIP ADOPTION

MEETING DATE: TUESDAY, JUNE 15, 2021 QUORUM: 11 MEMBERS YES
 MEETING TIME: 3:00 P.M.
 MEETING LOCATION: VOLUSIA TPO

MOTION:

<u>REPRESENTING:</u>	<u>TCC MEMBER:</u>	<u>YES / NO</u>
BUNNELL	RODNEY LUCAS	/ /
DAYTONA BEACH	ANDY HOLMES/ BRIAN WOODWORTH	✓ / /
DAYTONA BEACH SHORES	STEWART CRUZ	/ /
DEBARY	MATT BOERGER/JOSEPH BARKER	✓ / /
DELTONA	RON PARADISE	✓ / /
DELAND	MIKE HOLMES/BELINDA COLLINS	✓ / /
EDGEWATER	DARREN LEAR	✓ / /
HOLLY HILL	BRIAN WALKER	✓ / /
LAKE HELEN	TIM DAY	/ /
NEW SMYRNA BEACH	KYLE FEGLEY	✓ / /
ORANGE CITY	BECKY MENDEZ	✓ / /
ORMOND BEACH	SHAWN FINLEY	/ /
PALM COAST	JOSE PAPA <i>Carl Cote</i>	✓ / /
PIERSON	MARK KARET	✓ / /
PONCE INLET	MIKE DISHER	✓ / /
PORT ORANGE	TIM BURMAN	✓ / /
SOUTH DAYTONA	BRIAN PEEK/PATTY RIPPEY	/ /
VOTRAN	<u>RALF HESELER/JAKE LUNCEFORD</u>	✓ / /
VC EMERGENCY MANAGEMENT	LAUREN POSSINGER	/ /
FLAGLER COUNTY TRAFFIC ENGINEERING	ADAM MENGEL	/ /
VOLUSIA COUNTY TRAFFIC ENGINEERING	JON CHENEY/ <u>MELISSA WINSETT</u>	✓ / /