Citizens' Advisory Committee (CAC)
Meeting Minutes
June 18, 2019

CAC Members Present:
Sue Habel
Janet Deyette, Chairperson
Daniel Klasel, Jr.
Rob Plympton
Marcia Stevens-Foltz
Gilles Blais, Vice Chairperson
Rick Basso
Nora Jane Gillespie
Bob Storke
Alan Peterson
Susan Elliott
Bobby Ball
Jack Delaney
Dave Castagnacci
Patricia Lipovsky
Elizabeth Alicia Lendian
Melissa Winsett (non-voting)
Edie Biro
Vickie Wyche (non-voting advisor)

CAC Members Absent:
Ralph Bove
Faith Alkhatib (non-voting)
Tisha Peterson
Roger Strcula (excused)
Joe Villanella (excused)
Ann Christian

Others Present:
Debbie Stewart, Recording Secretary
Colleen Nicoulin
Pam Blankenship
Crystal Mercedes
Kellie Smith
Jim Wood
Paul Martel

Representing:
Daytona Beach
Deltona
Edgewater
Flagler Beach
Flagler County
Holly Hill
Lake Helen
New Smyrna Beach
Orange City
Palm Coast
Pierson
Port Orange
South Daytona
Volusia County Chair
Volusia County D-2
Volusia County at Large
Volusia County Traffic Engineering
Votran (CTC)
FDOT District 5

Representing:
DeBary
Flagler County Traffic Engineering
Flagler County Public Transportation
Ormond Beach
Ponce Inlet
Volusia County D-1

Representing:
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
Kimley-Horn, Inc.
Pierson

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

Chairperson Deyette called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:15 p.m. The roll was called and it was determined that a quorum was present.

Chairperson Deyette introduced new CAC member, Mr. Rick Basso, representing Lake Helen; his alternate is Ms. Linda Provost.

Chairperson Deyette reminded members to not engage in sidebar conversations as it interferes with the recording of the meeting.
II. Press/Citizen Comments

There were no press/citizen comments.

III. Action Items

A. Review and Approval of May 21, 2019 CAC Meeting Minutes

**MOTION:** A motion was made by Mr. Peterson to approve the May 21, 2019 CAC meeting minutes. The motion was seconded by Mr. Blais and carried unanimously.

B. Nomination and Election of CAC Officers for FY 2019/20

Chairperson Deyette stated at the end of each fiscal year (FY), the CAC elects a new Chairperson and Vice Chairperson for the upcoming fiscal year which begins July 1, 2019. The current officers are herself, Ms. Janet Deyette, Chairperson, and Mr. Gilles Blais, Holly Hill, Vice Chairperson. It is not a difficult position and TPO staff is terrific with answering questions and assisting the Chairperson.

**MOTION:** A motion was made by Ms. Elliot to nominate and elect Ms. Nora Jane Gillespie as CAC Chairperson for FY 2019/20. The motion was seconded by Ms. Habel and passed unanimously.

Ms. Elliott nominated Mr. Storke for Vice Chairperson.

Mr. Storke declined as he just finished two years as the BPAC Chairperson.

**MOTION:** A motion was made by Ms. Habel to nominate and elect Mr. Alan Peterson as CAC Vice Chairperson for FY 2019/20. The motion was seconded by Ms. Foltz and passed unanimously.

C. Appointment of Members to the 2045 Long Range Transportation Plan (LRTP) Subcommittee

Ms. Nicoulin stated the TPO is preparing to begin the development of the 2045 Long Range Transportation Plan (LRTP) and will be forming a subcommittee to help with the process. The subcommittee will meet approximately monthly throughout the next fifteen months; the TPO is required to have the LRTP adopted by September 2020. The meetings will be set to help throughout critical stages and different milestones to review technical documents and to provide input. The TPO is looking for three volunteers from each of the advisory committees. The BPAC has appointed three volunteers including Mr. Bob Storke and Mr. Gilles Blais. The meeting dates have not yet been set but the TPO will send a poll to determine the best date and times; the TPO will try to keep the meetings on a regular schedule. There may be times that the subcommittee will need to meet twice a month and other times when they may not have to meet depending where we are in the process. She asked for volunteers.

Ms. Foltz, Mr. Ball and Mr. Castagnacci volunteered.

**MOTION:** A motion was made by Mr. Klasel to appoint Ms. Marcia Stevens Foltz, Mr. Bobby Ball and Mr. Dave Castagnacci to the 2045 Long Range Transportation Plan (LRTP) Subcommittee. The motion was seconded by Ms. Biro and passed unanimously.

D. Review and Recommend Approval of Resolution 2019-## Adopting the FY 2019/20 to 2023/24 Transportation Improvement Plan (TIP)

Ms. Nicoulin stated the draft TIP was presented last month and a link was provided in the agenda along with a comparison report. Comments were received from the Federal Highway Administration (FHWA) and have been addressed. The comments had to do with the notification of a couple of federal agencies in the planning
area and to make the link to the draft TIP more prominent on the TPO website. They have also asked for a summary of the comments received and how they were addressed. The additional information FHWA asked the TPO include was a summary table comparing the revenues with the expenditures. Other than that, there have been no other changes to the document that was presented last month.

**MOTION:** A motion was made by Mr. Storke recommend approval of Resolution 2019-## adopting the FY 2019/20 to 2023/24 Transportation Improvement Program (TIP). The motion was seconded by Ms. Elliott and passed unanimously.

E. **Review and Recommend Approval of Resolution 2019-## Adopting the 2019 List of Prioritized Projects (LOPP)**

Ms. Nicoulin stated the draft List of Priority Projects was presented last month; these lists are used to communicate to FDOT the TPO’s priorities in the area. The lists consists of Strategic Intermodal Systems (SIS) projects, Non-SIS projects, bicycle/pedestrian projects that also include the SUN Trail projects, the Traffic Operations/Safety projects and planning studies. There were a couple of refinements to the list since they were presented last month; information was received from Deltona regarding numbers that did not accurately reflect the cost they submitted and those have been corrected. She referred to page 38 of the agenda, project 11, the Old Mission Road Guardrail Addition project and stated that comment shown should be listed under project 10; that will be corrected. The same thing happened on page 39; the comment under project 13 should be shown for project 12. That also will be corrected.

Mr. Klasel asked if the corrections have been made to the source file and the committee is seeing an early draft.

Ms. Nicoulin replied yes; the drafts are prepared a week in advance.

Mr. Peterson asked for an explanation of what an FM number is because he noticed on page 31 there is a project that is not ranked but has an FM number.

Ms. Nicoulin replied the FM number is assigned by FDOT for tracking purposes; when a project is moved into the Work Program it is assigned an FM number. This particular project, I-95/SR 44 Interchange modifications, had the design phase move into the Work Program which is why it was assigned an FM number.

Mr. Peterson asked if a project can be ranked without an FM number; he referred to page 30, project number 8.

Ms. Nicoulin replied that project has not been programmed into the Work Program.

Mr. Peterson asked if there were any changes to the sequences of the project on all three lists.

Ms. Nicoulin replied when new projects are ranked on Tier B or Tier C as part of the annual Call for Projects, if a new project has a higher score than a project that was previously on the list, it will score higher.

Mr. Peterson referred to page 38, and asked why the top ranked project has a score of minus 7.

Ms. Nicoulin replied that was supposed to be a footnote that is reflected in the bottom table.

Ms. Foltz stated she did not agree with the state entering into a fifty-year contract with a for-profit entity for the I-4 managed lanes. In her opinion, managed lanes are a type of tax; therefore, a private entity is doing the taxing. This is the first time she has seen this used in the state and she does not like the policy and the way it is funded. If people knew it was being funded by a for-profit entity they would not like it either. She does agree it is a needed project.
Mr. Peterson agreed with Ms. Foltz. While some public/private partnerships make sense in some areas, he does not think they should not be allowed on major projects that are taxing projects.

**MOTION:** A motion was made by Mr. Starke recommend approval of Resolution 2019-## adopting the 2019 List of Prioritized Projects (LOPP). The motion was seconded by Mr. Blais and passed unanimously.

**F. Review and Recommend Approval of Resolution 2019-## Adopting the River to Sea TPO Public Participation Plan (PPP)**

Ms. Blankenship stated the draft Public Participation Plan was presented last month. It has been open for public comment and will remain open until June 26, 2019 prior to the TPO Board meeting when the board will take action on it. The only changes since the draft was presented last month include the addition of the words “social justice” in the Environmental Justice section. The Federal Highway Administration (FHWA) suggested adding a Coordination and Development section which is a thank you to everyone that provided comments and helped develop the document.

Mr. Peterson asked for an explanation of “social justice”; it does not seem like it would tie in with Environmental Justice.

Ms. Blankenship replied it is reaching out to the minority population; the social characteristics of populations. The TPO does not want to put an interstate or highway through a lower income neighborhood when it could be constructed somewhere else that would be more effective. It is making sure the TPO reaches out to the appropriate individuals.

**MOTION:** A motion was made by Mr. Peterson recommend approval of Resolution 2019-## adopting the River to Sea TPO Public Participation Plan (PPP). The motion was seconded by Mr. Blais and passed unanimously.

**G. Review and Recommend Approval of Resolution 2019-## Supporting the East Central Florida Regional Resilience Action Plan**

Ms. Nicoulin stated this was presented last month; this month there is a resolution for support of the document and the findings within the document. The TPO is not adopting a specific curve or a number but adopting the document itself and showing support for it. The document has a large implementation matrix in terms of meeting the goals, the different agencies that should be involved, and applicable strategies to move the action plan forward. The TPO has completed studies on resiliency for Volusia County and Flagler County; this study was completed by the East Central Florida Regional Planning Council (ECRPC) which covers Volusia County. This study is geared toward the coastal areas within the ECRPC area which includes Brevard and Volusia Counties. The Space Coast TPO has adopted a similar resolution in support of the findings of this study.

Ms. Foltz stated she read the whole study; it is very comprehensive and well done.

**MOTION:** A motion was made by Ms. Foltz recommend approval of Resolution 2019-## supporting the East Central Florida Regional Resilience Action Plan. The motion was seconded by Ms. Elliott and passed unanimously.

**H. Review and Recommend Approval of 2019-## Expressing Concerns Regarding the Local Agency Program (LAP) Policy Proposed by FDOT**

(Handout)
Ms. Nicoulin stated there have been discussions over the last few months regarding the proposed FDOT Local Agency Program (LAP) policy. There have been several discussions with the Technical Coordinating Committee (TCC); the members of that committee are the ones that actually go through the LAP process. This is a process used to fund local projects; all of the projects that come through the Call for Projects and are funded with SU funds. FDOT proposed a draft policy and is soliciting comments. The TPO provided an initial set of comments in March to FDOT via email. The cities of Deltona and Orange City have submitted comments to FDOT and the TPO submitted comments in a letter two weeks ago. This resolution is the TPO Board’s position; the Executive Committee wanted the TPO Board to adopt a resolution in opposition to some of the contents of the proposed LAP policy. The FDOT comment period is open until June 20, 2019.

Mr. Peterson asked how this resolution ties in with the letter provided in the agenda; if it is the same issue.

Ms. Nicoulin replied yes; the letter provides recommendations and comments on how the proposed policy could be changed.

Mr. Peterson asked if this would be included in the TPO Board agenda.

Ms. Nicoulin replied the resolution will be as well as the letter. The objection that goes before the TPO Board is the resolution; the letter was submitted by the TPO Board Chairperson, Commissioner Rob Gilliland and TPO Executive Director, Ms. Lois Bollenback on behalf of the TPO Board.

Mr. Storke asked if this was statewide or just FDOT District 5.

Ms. Nicoulin replied just District 5.

**MOTION:** A motion was made by Mr. Storke recommend approval of Resolution 2019-## Expressing Concerns Regarding the Local Agency Program (LAP). The motion was seconded by Mr. Blais and passed unanimously.

I. **Cancellation of July CAC Meeting**

**MOTION:** A motion was made by Ms. Biro to cancel the July CAC meeting. The motion was seconded by Ms. Elliott and passed unanimously.

IV. **Presentation Items**

A. **Presentation and Discussion of the Development of a Community Safety Action Plan (CSAP)**

Ms. Blankenship gave a PowerPoint presentation on the Community Safety Action Plan (CSAP) that the TPO will be undertaking; the goal of the plan is to identify what the TPO can do to increase safety and decrease fatalities and injuries. It is a work plan for TPO staff and will be a description of what we need to do to effect these changes. The data over the last five years will be reviewed to identify the trends of accidents; locations, age, conditions and time of day, etc. The existing strategies will be reviewed such as FDOT’s “Alert Today Alive Tomorrow” campaign and Holly Hill’s Helmet Program; if police officers see a child with a helmet they give them a coupon for McDonald’s.

Ms. Habel asked what the “Alert Today Alive Tomorrow” campaign is.

Ms. Blankenship replied it is “Safety Doesn’t Happen by Accident”; it is an advertising campaign.

Ms. Habel asked where the advertising occurs.

Ms. Blankenship replied it is played on the local stations and on the radio. She continued with the presentation and stated there are many community partners that the TPO will work with such as local governments, schools and universities, the Safe Kids Coalition of Flagler and Volusia, and insurance groups.
The TPO will work with the community partners to identify strategies such as public service announcements, social media, distribution of literature, and billboards, etc. After identifying strategies and what can be funded, the TPO will develop a three year implementation plan; she will also look at funding and grant opportunities. It will tie in with the performance measures and the annual safety targets the TPO is required to set which is a 2% reduction. She reviewed the schedule for the CSAP. There are five “Es”; education, enforcement, encouragement, engineering, and evaluation. The TPO will be evaluating what we are doing and if it is making a difference. The CSAP will look at four of the Es with the exception of engineering. The ultimate goal of the CSAP is to increase safety in the area.

Chairperson Deyette asked if they would be looking at the area on I-4 from DeBary and Deltona.

Ms. Blankenship replied they will be looking at all areas in Volusia County and Flagler County to pinpoint the locations of the crashes.

B. Presentation and Discussion Regarding the Development of a Long Range Transportation Plan (LRTP)

Ms. Nicoulin gave a PowerPoint presentation and stated the TPO is moving into the development of the 2045 Long Range Transportation Plan (LRTP) and wanted to give an overview of what to expect over the next 15 months. There will most likely be an item on the agenda each month related to the LRTP until it is adopted in September 2020. The TPO is required by federal law to develop a LRTP and update it every five years. It is also an opportunity for the TPO to work with local stakeholders, agencies within the planning area, FDOT, and FHWA to come up with an efficient transportation network for our area. It is a guiding document that identifies projects over the next 25 years. The TPO is required to solicit input. The Long Range Transportation Plan (LRTP) establishes a vision and sets funding allocations; a cost feasible plan is also required. She reviewed the general project approach and tasks required. She reviewed the public involvement activities which includes a Public Participation Plan, public workshops, stakeholder meetings, and coordination with the local government agencies and FDOT and FHWA. The LRTP will also address the performance measures and the TPO will develop evaluation criteria weights. She explained Task 5 which is travel demand and forecast modeling; this is where the TPO will look at alternative scenarios, technology scenarios, and funding scenarios. We will also review resiliency and environmental analysis. The TPO wants to make sure we consider the effect of planning on the populations in the planning area. TPO staff is available for any questions or concerns during this process.

Mr. Peterson asked how Flagler County ties into this; the map shown was just for Volusia County.

Ms. Nicoulin replied Flagler County is included; the TPO does not cover all of Flagler County. The TPO covers Flagler County from US 1 east.

Ms. Foltz asked since Flagler County is not in the same regional planning council as Volusia County if the TPO would be receiving information from the Northeast Florida Planning Council.

Ms. Nicoulin replied yes.

Ms. Gillespie referred to the public input and asked if they should advise the TPO if someone knew of a project that needed to be added to the list or that a city is anticipating adding.

Ms. Nicoulin replied they could contact her or the TCC representative for that jurisdiction.

Mr. Peterson commented there is a development in Palm Coast that is contiguous with US 1 which includes approximately 5,000 homes; about 20,000 people. He hopes that this is part of the plans.

Ms. Foltz stated it is located on the west side of US 1.
Ms. Nicoulin replied the TPO has been working with the city of Palm Coast to help identify the development for the future so when the future model is run, that information is included and the demand will show on the road network.

Mr. Klasel asked if the TPO has been developing LRTPs long enough to do a retrospective comparison to see how accurate they are over a five, ten or twenty-five year period.

Ms. Nicoulin replied yes; the plans have been done for over twenty-five years.

Mr. Klasel asked if there was a way to see how much deviation there has been from planning to implementation.

Ms. Nicoulin replied she would have to research that; her historical knowledge with the TPO covers the last two years. She will get additional information for him.

Mr. Castagnacci referred to the resiliency plan and asked if the North Florida Planning Council had also adopted a resiliency plan.

Ms. Nicoulin replied yes, they completed a resiliency study for Flagler County.

Mr. Castagnacci asked if that would be used as part of the long range planning.

Ms. Nicoulin replied yes; a number of studies have recently been done that will feed into the LRTP. There are the resiliency studies; the Visitor and Tourism Study completed by FDOT; and the recently completed R2CTPO Transportation Management and Operations (TSM&O) Phase 2 Master Plan. Any studies completed will be used in the development of the 2045 LRTP.

Mr. Blais stated this will be his third time on the LRTP Subcommittee and everything was done locally except for the I-4 and the I-95 improvements; the federal government’s plans were unknown. He believes the TPO should know what the federal government has planned for this area in the next five years.

Ms. Nicoulin replied the TPO will have that information to incorporate into the document. The TPO coordinates with FHWA and FDOT. Her understanding is the project he is referring to was advanced.

Discussion continued.

C. FDOT Report

The FDOT report was provided in the agenda. Ms. Wyche gave an update on the Nova Canal clean-up; 1.8 miles have been completed in Port Orange and South Daytona. Due to the recent heavy rains, the clean-up has moved to Holly Hill; that will be completed next week and then they will start back in Port Orange.

Mr. Storke referred to the upcoming projects and I-4 over the Dirkson Drive bridge and asked if that would affect traffic flow.

Ms. Wyche replied she did not know but would check into it. She referred to the I-95 widening project and announced the southbound collector is tentatively set to open June 28, 2019. The new Tomoka Farms Road bridge is in use; the southbound is on the old area and northbound is on the new area.

Mr. Peterson referred to the lighting project on I-95 and that the estimated completion date was this month; he asked if it was completed yet.

Ms. Wyche replied not entirely.

Mr. Peterson asked if there was a new completion date.
Ms. Wyche replied she did not have one yet but will get that for him.

Mr. Delaney referred to the work on the Nova Canal and the lane closures and stated there are dangerous lane closures and poor signage.

D. Volusia and Flagler County Construction Reports

The Volusia County and Flagler County Construction reports were provided in the agenda; there have been no changes.

V. Staff Comments

(Handout)

Ms. Nicoulin referred to SU funding and stated as the TPO moves into the new fiscal year we will start looking at programming projects for the next fiscal year and throughout the next five years. Next fiscal year, there are no SU dollars available for bicycle/pedestrian or traffic operations programs; these funds have already been programmed on projects. The TPO will work with the local governments to see which projects are ready to move forward with construction or design in the outer years.

Ms. Nicoulin announced the TPO had its federal certification review on June 11, 2019; as part of the federal certification a public comment period is open until July 11, 2019. Comments can be submitted through the TPO or directly to FHWA; the handout provided has the contact information. They are looking for input on the TPO, what we do, how well the TPO engages with the public and anything else the members may want to share.

VI. CAC Member Comments

Mr. Peterson thanked Chairperson Deyette for her service over the last two years.

Mr. Castagnacci asked if there was a timetable for completion of the Veterans’ Memorial Bridge.

Ms. Winsett replied she did not know but would try to get the information for him.

Ms. Lendian stated she has a citizen that is concerned with the timing of the lights at Tomoka Farms Road and US 92; she asked who regulates the timing of that traffic signal.

Ms. Nicoulin replied that signal is maintained by the city of Daytona Beach. She can get contact information for her.

Ms. Winsett replied the county is well aware of the issues there; it is the intersection of a county road and a state road. It is so close to I-95 ramps that it is a challenge. FDOT is doing a study on what changes they can make at that intersection to make it flow better.

VII. Information Items

→ CAC & TCC Attendance Records
→ May 22, 2019 River to Sea TPO Board Meeting Summary
→ May 2019 TPO Outreach and Events
→ Local Agency Program (LAP) Letter

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:16 p.m.
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 18, 2019 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 26th day of August 2019.

Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization