Technical Coordinating Committee (TCC)
Meeting Minutes
June 18, 2019

TCC Members Present:
Andrew Holmes
Arlene Smith
Andrew Landis
Mike Holmes
Ron Paradise
Darren Lear
Brian Walker
Rebecca Witte
Amye King
Becky Mendez, Vice Chairperson
Shawn Finley
Mark Karet
Tim Burman
Brian Peek
Frank Alvarez
Larry LaHue
Eric Kozielski
Melissa Winsett
Vickie Wyche (non-voting advisor)

TCC Members Absent:
Rodney Lucas
Stewart Cruz
Larry Newsom
Faith Alkhatib
Jose Papa, Chairperson (excused)
Aref Joulani

Others Present:
Debbie Stewart, Recording Secretary
Colleen Nicoulin
Pam Blankenship
Crystal Mercedes
Anna Cava Grosso
Kellie Smith
Roger C. Schmitt
Jim Wood

Representing:
Daytona Beach
Daytona Beach Int’l Airport
DeBary
DeLand
Deltona
Edgewater
Holly Hill
Lake Helen
New Smyrna Beach
Orange City
Ormond Beach
Pierson
Port Orange
South Daytona
Votran
V.C. Emergency Management
Volusia County School District
V.C. Traffic Engineering
FDOT District 5

Representing:
Bunnell
Daytona Beach Shores
Flagler Beach
F.C. Traffic Engineering
Palm Coast
Ponce Inlet

Representing:
TPO Staff
TPO Staff
TPO Staff
TPO Staff
DeLand
FDOT
Florida Concrete & Products Assoc.
Kimley-Horn, Inc.

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

Vice 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 present.

Vice Chairperson Mendez introduced new TCC member, Mr. Brian Peek, representing South Daytona.

II. Press/Citizen Comments

There were no press/citizen comments.
E. Review and Recommend Approval of Resolution 2019-## Adopting the 2019 List of Priority Projects

Ms. Nicoulin stated the draft List of Priority Projects was presented last month; comments were received from some of the local agencies regarding cost estimates. The numbers for the city of Deltona were reversed which was corrected. Updates to some of the project descriptions were included. The BPAC met last Wednesday and there are a few changes will be made to the SUN Trail list; they include clarification of funding and to ensure cost estimates are accurate. She referred to page 38 of the agenda, Tier C of the Traffic Operations/Safety list; the comment associated with project 11 should be with project 10. Likewise on page 39, the comment for project 13 should be associated with project 12; both of these corrections will be made.

Mr. Paradise referred to page 35, Tier A, Traffic Operations/Safety list, the Elkcam Boulevard Paved Shoulders, and stated the limits should be from Fort Smith to Normandy Drive, not Sylvia Drive.

MOTION: A motion was made by Ms. King to recommend approval of Resolution 2019-## adopting the 2019 List of Priority Projects as amended. The motion was seconded by Mr. Andrew Holmes and carried 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 (PPP) was presented last month. The only changes since 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. The PPP 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.

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

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

Ms. Nicoulin stated Mr. Stephan Harris, TPO staff, gave a presentation on the East Central Florida Regional Resilience Action Plan last month; this month there is a resolution for support of the document and the findings within the document.

MOTION: A motion was made by Mr. Lear to recommend approval of Resolution 2019-## supporting the East Central Florida Regional Resilience Action Plan. The motion was seconded by Ms. King.

Ms. King asked if the local governments had an opportunity to review the plan; she was part of the regional group along with Mr. Harris and there were questions about the local governments having the opportunity to review it.

Mr. Mike Holmes replied the city of DeLand has discussed it and has plans to approve it.

Ms. Nicoulin stated it is important to remember that this resolution is not adopting a rate but is in support of the document.

Ms. King reiterated that this is a resolution for the TPO and not for the individual local governments.
Vice Chairperson Mendez announced there is a meeting scheduled for tomorrow at the Brannon Center in New Smyrna Beach. Orange City planning staff has been directed to attend the workshop tomorrow and report back.

The motion passed unanimously.

H. Review and Recommend Approval of Resolution 2019-## Expressing Concerns Regarding the Local Agency Program (LA) 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. The TPO provided an initial set of comments in March to FDOT via email and submitted an official letter at the beginning of June regarding its concerns with the draft policy; the letter is included as an information item in the agenda. The Executive Committee directed staff to prepare a resolution in opposition of the draft policy for the TPO Board to adopt. She reviewed the resolution and the items that it is specifically objecting to which includes limiting LAP certification to counties; limiting project specific certification to local governments with “limited experience” defined as successful administration of three or less federal aid projects within a three-year period; requiring local agencies fund the PD&E, design and acquisition of right-of-way; and placing an arbitrary threshold of $250,000 for project funding. She referred to the $250,000 threshold and commented if there would be the same issue if it was just applied to construction or other phases such as design. The city of Orange City and Deltona have submitted their comments to FDOT and Orange City was accepting the $250,000 threshold being applied to just construction. She asked for input from the TCC members.

Mr. Paradise commented that he does not have a problem with the $250,000 threshold being just for construction; however, he does have an issue with $250,000 for design. Deltona has done several LAP projects and design has never gone over $250,000. Design is normally ten to fifteen percent of the total project cost. He thinks that it needs to be clarified as to what the $250,000 threshold will be applied to.

Ms. King stated that New Smyrna Beach does have a problem with it; when they are designing a bridge, design could go over $250,000. They have two bridges they are looking at now that may have to be much taller than they anticipated in design. Not knowing the future, they cannot limit themselves and especially through a TPO process. If we could separate these issues and tackle them one-by-one with FDOT, the city would not be objecting. She stated New Smyrna Beach has also sent comments to FDOT.

Mr. Lear stated Edgewater also provided comments directly to FDOT.

Ms. Nicoulin asked for any comments sent to FDOT to be forwarded to the TPO as well; they will be incorporated into the TPO Board agenda that goes out tomorrow.

Vice Chairperson Mendez stated she would like to see the comments from New Smyrna Beach and Edgewater also.

Ms. Nicoulin replied she would forward the comments to TCC members.

Vice Chairperson Mendez asked if other MPOs within FDOT District 5 have provided comments. She commented she did not receive any notification from FDOT that her comments were received. She asked if Lake Sumter MPO had provided comments.

Ms. Nicoulin replied she was unaware of any except for MetroPlan Orlando.

Ms. Kellie Smith, FDOT, stated bridge projects are exempt from the LAP policy; bridge projects are assigned by Central Office like the Safe Routes to School projects. Comments were received from MetroPlan Orlando, the R2CTPO and local governments. Notifications will be sent out on June 20, 2019 about how FDOT will move forward; they will probably conduct focus groups. FDOT will reach out to those that provided comments to
participate in the focus groups and any recommendations as to who should be included should be forwarded to her. They are looking to schedule something in August, September and October.

Ms. King asked if anything other than bridges are exempt.

Ms. Smith replied the Safe Routes to School program is part of the safety program and the SUN Trail program is state funded and part of a separate Joint Participation Agreement (JPA). This does not fall under the LAP policy nor any other state funded projects or grants.

Ms. Nicoulin stated comments are due by June 20, 2019.

Ms. Winsett stated Volusia County will be submitting comments by the due date.

**MOTION:** A motion was made by Mr. Karet to recommend approval of Resolution 2019-## expressing concerns regarding the Local Agency Program (LAP) policy proposed by FDOT. The motion was seconded by Ms. King and carried unanimously.

I. Cancellation of July TCC Meeting

**MOTION:** A motion was made by Mr. Lear to cancel the July TCC meeting. The motion was seconded by Ms. King and carried 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. 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 these 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” to safety; 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.

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). She gave a brief 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 an 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 public 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 include 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 and 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. Transportation decisions the TPO makes have an effect and impact on the health of the environment but the citizens as well. 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.

Ms. King asked if since the 2020 Census data, along with the TIGER data and task data, will not be fully updated until 2021 what the scenario will look like since the LRTP has to be adopted in September 2020.

Ms. Nicoulin replied the TPO will have access to the model that is currently being developed; the TPO will not have access to the updated census data.

Ms. King asked how often the LRTP could be updated.

Ms. Nicoulin replied it is updated every five years.

Ms. King asked if the updated data and the analysis of that data would not be seen until 2025.

Ms. Nicoulin replied correct; the current LRTP was adopted in 2015.

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.

D. **Volusia and Flagler County Construction Reports**

The Volusia County Construction Report was provided in the agenda. Ms. Winsett stated updates are underlined. There are several projects that are in the design phase and the county is coordinating with developers that have ongoing developments at the same time; they are trying to save time and money. A question regarding the completion of the Veterans Memorial Bridge came up at the CAC; the estimated completion date is March 2020 barring weather, special events or other delays.

The Flagler County Construction Report was provided in the agenda.

V. **Staff Comments**

Ms. Nicoulin stated that as we are moving into the new fiscal year, the TPO will look at allocating the available SU funding for the next five years. There is no funding available to program for Bicycle/Pedestrian or Traffic Operations/Safety projects for the next fiscal year beginning July 1, 2019; those are programmed out. For Traffic Operations, the TPO is programmed out to 2022/23. Currently, there are General Funds SU (GFSU) available that will be programmed. A couple of projects have fallen out of the Work Program so some funds will be returned; the TPO will review the list and what projects are ready. Staff may contact members regarding their projects within the next month or so to see where a project stands and when construction is estimated.

(Handout)

Ms. Nicoulin announced a Federal Certification Review was held on June 11, 2019 for the TPO; as part of the review process a public comment period is open for comments regarding the TPO, what we do well, how we interact with the community or anything else about the TPO; the public comment period is open until July 11, 2019. Members can submit comments to Ms. Pam Blankenship, TPO Community Outreach Coordinator, or directly to FHWA via the link on the flyer.
Vice Chairperson Mendez asked if there was an update on the Roundtable of Volusia County Elected Officials.

Ms. Nicoulin replied no; the Roundtable met on June 10, 2019 but she does not have an update yet.

VI. **TCC Member Comments**

Mr. Paradise asked if the TPO has been involved with the latest Smart Growth Initiative.

Ms. Nicoulin replied she is not aware of that.

Mr. Paradise stated the city of Deltona received a letter from Volusia County seeking data which they will provide. He asked what role the TPO would have in this.

Ms. Nicoulin asked for him to forward her the email. The TPO does not maintain a lot of GIS data; the data used is received from the local governments. The TPO Database Manager recently resigned and she wants to make sure the TPO receives the information.

Ms. Winsett announced Volusia County’s 2018 traffic counts are now available on the website.

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) Policy Letter

VIII. **Adjournment**

There being no further business, the TCC meeting adjourned at 3:49 p.m.

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**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 Technical Coordinating Committee (TCC), approved and duly signed this **20th** day of August 2019.

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**DEBBIE STEWART, RECORDING SECRETARY**
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

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**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**
**MR. JOSE PAPA, CHAIRPERSON**
**TECHNICAL COORDINATING COMMITTEE (TCC)**
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2019-XX

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION
OPPOSING THE DRAFT POLICY FOR THE LOCAL AREA PROGRAM (LAP) THAT LIMITS THE
PROGRAMMING AUTHORITY OF METROPOLITAN PLANNING ORGANIZATIONS AND
RESTRICTS OPEN ACCESS TO FEDERAL FUNDING FOR LOCAL GOVERNMENTS

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every
urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital
or operating assistance, shall have a continuing, cooperative, and comprehensive transportation
planning process that results in plans and programs consistent with the comprehensively planned
development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly
designated and constituted body responsible for carrying out the urban transportation planning
and programming process for the designated Metropolitan Planning Area (MPA) comprised of
Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach,
Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, it is the responsibility of the River to Sea TPO to develop a financially feasible
metropolitan transportation plan that establishes the funding available for implementing projects
and programs identified in the plan; and

WHEREAS, it is the responsibility of the River to Sea TPO to utilize the metropolitan
transportation plan to establish an annual list of project priorities for the TPO’s Metropolitan
Planning Area (MPA) for projects that will utilize state and federal funding; and

WHEREAS, approximately 75% or 2.9 million of the 3.9 million total miles of roadway are
owned and operated by local public agencies; and

WHEREAS, the Local Agency Program or “LAP” is intended to provide sub-recipient towns,
cities and counties the ability to develop, design, and construct transportation facilities using
federal funds; and

WHEREAS, the FDOT District Five staff proposed a policy intended “to effectively plan,
implement, and program projects while balancing transportation needs, funding requirements and
development of the Five-Year Work Program.”; and

WHEREAS, the FDOT District Five staff have not provided adequate evidence and analysis
that links the improvements in project delivery to the program restrictions proposed by the draft
policy; and
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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on June 26, 2019.

Attest:

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Debbie Stewart, Recording Secretary
River to Sea Transportation Planning Organization