

**Technical Coordinating Committee (TCC)
Meeting Minutes
June 20, 2023**

TCC Members Physically Present:

Andrew Holmes
Noel Eaton
Joseph Ruiz
Melissa Winsett
Brian Walker, Chairperson
Shane Corbin
Phong Nguyen
Mark Karet
Tim Burman
Steven Danskine
Sean Castello
Edie Biro
Ralf Heseler
Rakinya Hinson (non-voting advisor)

TCC Members Virtually Present:

Marcus DePasquale
Patty Rippey
Joe Barker

TCC Members Absent:

Darren Lear
Caryn Miller (excused)
Lee Evett
Shawn Finley
Becky Mendez
Faith Alkhatib

Others Physically Present:

Donna King, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris

Others Virtually Present:

Representing:

Daytona Beach
Daytona Beach Shores
Deltona
DeLand
Holly Hill
New Smyrna Beach
Palm Coast
Pierson
Port Orange
South Daytona
Volusia County Traffic Engineering
Votran
Volusia County Transit Services
FDOT

Representing:

Bunnell
Ponce Inlet
DeBary

Representing:

Edgewater
Flagler Beach
Lake Helen
Ormond Beach
Orange City
Flagler County Traffic Engineering

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff

Representing:

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

TCC Chairperson Walker called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:02 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 members physically present and three members virtually present.

MOTION: *A motion was made by Mr. Danskine to allow members attending virtually to participate and vote. The motion was seconded by Mr. Ruiz 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 May 16, 2023 TCC Minutes

MOTION: *A motion was made by Mr. Karet to approve the May 16, 2023 TCC minutes. The motion was seconded by Mr. Holmes and carried unanimously.*

B. Nomination and Election of TCC Officers for FY 2023/24

Ms. Nicoulin stated that the TPO Bylaws state that each year the TCC will nominate and elect a Chairperson and Vice Chairperson for a period of one year. She reviewed the duties of the Chair and Vice Chair.

MOTION: *A motion was made by Mr. Karet to nominate and elect Mr. Walker as Chairperson of the TCC. The motion was seconded by Ms. Winsett and carried unanimously.*

Ms. Nicoulin noted that the current Vice Chairperson is Mr. Disher; however, his role at the Town of Ponce Inlet has changed and he would no longer be active on the TCC. His alternate, Mr. Mendenhall, is no longer with Ponce Inlet.

MOTION: *A motion was made by Mr. Karet to nominate and elect Ms. Mendez as Vice Chairperson of the TCC. The motion was seconded by Mr. Corbin and carried unanimously.*

C. Review and Recommend Approval of Resolution 2023-## Adopting the 2023 List of Priority Projects (LOPP)

Ms. Nicoulin stated that at last month's meeting, she had reviewed the draft List of Priority Projects, discussed the changes to the list, and identified new projects being added as well as those being removed. She also gave an update on the funding of projects at that time. She stated that there were no significant changes to the lists since last month; there were only a couple of minor revisions to the Bicycle/Pedestrian project list.

MOTION: *A motion was made by Mr. Holmes to recommend approval of Resolution 2023-## adopting the 2023 List of Priority Projects (LOPP). The motion was seconded by Ms. Winsett and carried unanimously.*

D. Review and Recommend Approval of Resolution 2023-## Adopting the 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) (ROLL CALL VOTE REQUIRED)

Ms. Nicoulin stated that she gave a presentation last month regarding the funding for the TIP and since then the draft TIP which has been posted for review and comment. Ms. Nicoulin explained that the format of the TIP has changed because the TPO is no longer using the previous vendor. She stated that the TIP will be done using a consultant moving forward.

MOTION: *A motion was made by Mr. Karet to recommend approval of Resolution 2023-## adopting the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Mr. Danskine and carried unanimously by roll call vote.*

E. CANCELLATION OF JULY TCC MEETING

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

IV. Presentation Items

A. Presentation and Discussion Presentation and Discussion on the Neighborhood Center of West Volusia

Ms. Savannah-Jane Griffin and Mr. Waylon Niece gave a presentation on the Neighborhood Center of West Volusia (NHCWV). They explained their mission, the services that they offer, and their facilities. They discussed

the benefits of a partnership with the TPO including education, bicycle helmets for their clients, reflective vests, and bicycle light distribution.

Discussion ensued on the grant that was lost that had been used for bus passes.

B. Presentation and Discussion of the 2020 Census Impacts on the TPO Boundary and Board Apportionment

Ms. Nicoulin explained that every ten years a census is conducted and from the time that FDOT releases the census data on May 16, 2023, the TPO has one hundred and eighty (180) days to develop and submit an Apportionment Plan. She explained that the update to the Federal Functional Classification that occurred during the previous months was a part of the census results. FDOT has asked to postpone the approval of the functional classification changes until August to give them time to incorporate the comments they have received. Ms. Nicoulin explained the areas that the TPO covers and how they relate to the overall boundary. She noted that the Apportionment Plan must be submitted by November 14, 2023. As part of the reapportionment, the TPO will be looking at our voting structure, weighted voting process, expanding our boundary and whether to include all of Flagler County. The TPO now has two urbanized areas: the Palm Coast-Daytona Beach-Port Orange and Deltona Urbanized Areas. She noted that more information will be presented at the August and September meetings and adoption in October.

C. 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.

D. Volusia and Flagler County Construction Reports

Mr. Castello reviewed the Volusia County Construction Report. The Flagler County Construction Report was provided in the agenda.

V. Staff Comments

Ms. Nicoulin stated that at the end of each fiscal year, the TPO goes through the process of uploading new projects, project updates and cost estimates into the FDOT GAP System. This occurs following the Call for Projects and adoption of the Priority Lists. She noted that Mr. Harris has been reaching out to members of the committee to retrieve information needed during this process and stressed the importance of getting that information back to him before Friday, June 30, 2023. He needs to hear back from DeBary, Daytona Beach, and Ormond Beach. Projects will not advance in the Work Program if current information is not uploaded to the GAP System.

Ms. Nicoulin mentioned that the TPO underwent their Federal Certification last week, and she explained the reason for the certification. She noted that public comments will be accepted until July 14, 2023; information on submitting comments is on the TPO website and Ms. Blankenship will send out an email with a link for anyone who wants to comment.

VI. TCC Member Comments

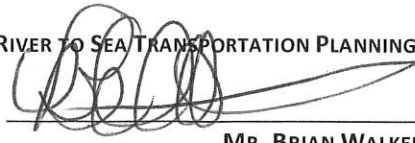
Mr. Karet noted that Mr. Darren Lear was no longer on the TCC.

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 4:02 p.m.



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 June 20, 2023 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 15th day of August 2023.



DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the June 20, 2023 TCC meeting is available upon request.**