

**JUNE 28, 2023 MEETING MINUTES**  
**OF THE**  
**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD**  
700 Catalina Blvd.  
Daytona Beach, FL 32114

**TPO Board Members Physically Present:**

Commissioner Jeffrey Schuitema\*\*  
Vice Mayor John Rogers\*  
Mayor Karen Chasesz  
Commissioner Chris Cloudman, Chairperson  
Commissioner Dana McCool  
Councilwoman Charlotte Gillis  
Commissioner Roy Johnson  
Commissioner Randy Hartman  
Vice Mayor Bill O'Connor  
Commissioner Harold Briley  
Vice Mayor Bill Lindlau\*  
Mayor David Alfin  
Vice Mayor Gary Smith\*  
Vice Mayor Eric Sander  
Council Member Jake Johansson  
Council Vice Chair Danny Robins  
Rakinya Hinson (non-voting advisor)

**Representing:**

Beverly Beach  
Bunnell  
DeBary  
DeLand  
Deltona  
Edgewater  
Holly Hill  
New Smyrna Beach  
Orange City  
Ormond Beach Alternate  
Oak Hill  
Palm Coast  
Ponce Inlet  
South Daytona  
Volusia County, At-Large  
Volusia County, District 3  
FDOT

**TPO Board Members Virtually Present:**

**Representing:**

**TPO Board Members Absent:**

Commissioner Stacy Cantu (excused)  
Vice Mayor Michael Politis\*  
Commissioner James Sherman\*  
Commissioner Andy Dance (excused)  
Commissioner David Sullivan (excused)  
Commissioner Rick Basso\*  
Mayor Bill Partington (excused)  
Mayor Samuel Bennett\*  
Vice Mayor Reed Foley (excused)  
Council Chair Jeff Brower (excused)  
Council Member Matt Reinhart (excused)  
Council Member David Santiago (excused)  
Ruben Colon  
Dr. Jason Aufdenberg (non-voting)  
Kerry Karl (non-voting)  
Brian Walker (non-voting)

**Representing:**

Daytona Beach  
Daytona Beach Shores  
Flagler Beach  
Flagler County Alternate  
Flagler County  
Lake Helen  
Ormond Beach  
Pierson  
Port Orange  
Volusia County  
Volusia County, District 2  
Volusia County, District 5  
Volusia County School Board  
BPAC Chairperson  
CAC Chairperson  
TCC Chairperson

\* Non-voting member of the Small City Alliance

\*\* Voting member for the Small City Alliance

**Others Physically Present:**

Donna King, Recording Secretary  
Colleen Nicoulin  
Stephan Harris  
Pamela Blankenship  
Martha Moore  
Adam Vazquez  
Santiago Avila Jr.

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
TPO Staff  
Benesch  
Deltona  
Deltona

Kevin Hayden  
Barbara Girtman  
Jim Cameron  
R. Sans Lassiter  
Savannah-Jane Griffin  
Waylan Niece  
Lori Tolland  
Mark Stanwell  
Amy Sirmans  
Jeaniene Jennings  
Jay Williams  
Ralf Heseler  
Bobbie King  
Kelvin Miller

FDOT  
Ghyabi  
Jim Cameron Consulting  
LTG  
NHCWV  
NHCWV  
Ormond Beach  
Palm Coast  
VHB  
Volusia County  
Volusia County  
Volusia County Transit Services  
Volusia County Transit Services  
Volusia County - Votran

**Others Virtually Present:**

Casey Finley  
Lisa Burns  
Maryam Ghyabi  
Tony Bevilacqua  
Jim Wood  
Travis Hills  
Rick Morrow  
Mariel Lemke  
Babuji Ambikapathy

**Representing:**

Burgess & Niple  
Citizen  
Ghyabi & Associates  
Inwood Consulting, Inc.  
Kimley-Horn  
Kittelson & Associates  
Stanley Group  
TPO Staff  
VHB

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

The River to Sea Transportation Planning Organization (TPO) Board meeting was called to order at 9:01 a.m. by TPO Chairperson Chris Cloudman. The roll was called, and it was determined a quorum was physically present. The meeting was held as a hybrid with thirteen voting members physically present and nine non-voting members attending virtually.

Chairperson Cloudman welcomed new member Vice Mayor John Rogers representing Bunnell.

**II. Pledge of Allegiance**

The Pledge of Allegiance was given.

**III. Public Comment/Participation**

There were no public comments.

**IV. Consent Agenda**

- A. May 24, 2023 River to Sea TPO Board Meeting Minutes
- B. Treasurer's Report
- C. Executive Committee Report
- D. Bicycle and Pedestrian Advisory Committee (BPAC) Report
- E. Citizens Advisory Committee (CAC) Report
- F. Technical Coordinating Committee (TCC) Report
- G. River to Sea TPO Board (R2CTPO) Report
- H. Executive Director Timesheet Review Report
- I. Cancellation of July Executive Committee and TPO Board Meetings
- J. Review and Approval of Selection Committee's Recommendations for General Planning Consultant (GPC) Firms
- K. Review and Approval of the Execution of the US DOT Safe Streets and Roads for All (SS4A) Grant Agreement

- L. **Review and Approval of Resolution 2023-10 Authorizing the Filing and Execution of the FY 2023/24 Transportation Disadvantaged (TD) Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged**
- M. **Review And Approval of Expenditure for the Votran Intermodal Transfer Facility Feasibility Study (\$91,885)**

Chairperson Cloudman highlighted Consent Agenda Items I, J, K, L, and M and gave more in depth details of each item.

Mayor Chasez asked if it was protocol to approve resolutions under the Consent Agenda.

Ms. Nicoulin explained that the TPO has approved resolutions in the past this way; the resolution under the Consent Agenda is for the Transportation Disadvantaged Planning Grant which is an annual item.

Chairperson Cloudman stated that the approval of resolutions under the Consent Agenda would be discussed at the Executive Committee level.

**MOTION:** *A motion was made by Mayor Alfin to approve the Consent Agenda. The motion was seconded by Vice Mayor Lindlau and carried unanimously.*

## V. Action Items

### A. Review and Approval of Resolution 2023-11 Adopting the 2023 List of Priority Projects (LOPP)

Chairperson Cloudman explained what the LOPP is and the process of approving the LOPP. He stated that the list was presented at last month's meeting.

Ms. Nicoulin stated that there were some minor changes over last month's lists which involved cost estimates being updated by the local governments. She discussed the development of the new TIP and added the TPO will begin programming in July. She noted that there had been no changes in the priority list rankings or the projects being presented.

Commissioner McCool asked for an update on the Rhode Island overpass.

Ms. Nicoulin explained that the project is a part of the Beyond the Ultimate project on the Strategic Intermodal Systems (SIS) list and noted that FDOT said they would be revisiting the PD&E study for interim improvements. She stated that there had been no additional progress since her conversation with FDOT a month and a half ago.

Commissioner McCool stated that she is concerned that with all the activity at the Activity Center and the development going on that has almost been approved, it will have an impact on it. She also noted that she would like the focus to also be on the Howland Boulevard/I-4 area, especially the proportionate share with the county and the city. She is afraid something is going to affect it.

Ms. Nicoulin stated that Volusia County, Orange City, and Deltona have been meeting and discussing the development at the Activity Center. She also noted that Volusia County brought a consultant in for a sub-area study.

Mr. Jay Williams, Volusia County Traffic Engineering, gave an update on the sub-area study Volusia County is preparing.

Discussion continued on the Activity Center area and the concern that the older traffic studies are no longer relevant.

Mayor Chasez stated that the gap on the Sun Trail project in Debary, between the end of the trail and Blue Springs, says that the design is suspended. She stated that they have worked through the issue which was right-of-way that was granted by a Homeowners Association (HOA). The city intervened and to her knowledge, the HOA reversed the suspension and things are now proceeding forward, within the allotted time frame of the

funding for the Sun Trail project. She added that at the last TPO meeting, there were two new additions that were on Tier 2 for projects in DeBary. Both projects were since stricken from the Governor's budget, but the Fort Florida Bridge project has an alternate funding source and is fully funded. As for the Fort Florida Road rebuild to the railroad tracks, they will have to work through that.

**MOTION:** *A motion was made by Vice Mayor Sander to approve Resolution 2023-11 adopting the 2023 List of Priority Projects (LOPP). The motion was seconded by Mayor Alfin and carried unanimously.*

**B. Review and Approval of Resolution 2023-12 Adopting the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) Roll Call Vote Required**

Chairman Cloudman stated that the TIP is a five-year program of transportation projects that was presented at the last TPO Board meeting. It was submitted to FDOT for review and has been out for a 30-day public comment period.

Ms. Nicoulin stated the full draft TIP was compiled and presented to all the committees and board last month. The TPO has received three comments from FDOT which were minor administrative comments and those have been addressed. The comments were in reference to adding the TPO's address to the cover page; adding the executed resolution in with the final document and the page numbering in the PDF document which will be addressed.

Mayor Chasez asked if any comments had been received from the public during the public comment period and when that period ended.

Ms. Nicoulin stated the public comment period closed this morning at 9:00 am. There have been no public comments which is typical because the TIP is a reflection of FDOT's Work Program.

Mayor Chasez noted that public comment needs to be meaningful, and the deadline may have been too close to adoption to be included.

**MOTION:** *A motion was made by Mayor Chasez to approve Resolution 2023-12 adopting the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Commissioner Briley and carried unanimously by roll call vote.*

**C. Review and Approval of the FY 2023/24 River to Sea TPO Budget**

Chairperson Cloudman stated that the TPO Budget was recommended for approval by the Budget Subcommittee and there have been no changes since the last TPO Board meeting.

**MOTION:** *A motion was made by Mayor Alfin to approve the FY 2023/24 River to Sea TPO Budget. The motion was seconded by Commissioner Hartman.*

Mayor Alfin added that every line item in the budget was discussed in detail by the Budget Subcommittee.

Chairperson Cloudman stated that the budget will take effect on July 1, 2023.

*The motion carried unanimously.*

**VI. Presentations, Status Reports, and Discussion Items**

**A. 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. She noted that Ms. Blankenship would send out the homeless Point in Time Count presentation to the TPO Board members.

Discussion ensued on the opportunities for partnerships with the TPO and the member cities/counties.

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

Ms. Nicoulin explained that every ten years there is a census conducted. From the time that FDOT releases the census, the TPO has one hundred and eighty (180) days to develop and submit an Apportionment Plan. She gave a PowerPoint presentation that included the Federal and State Statutes. She also added that the TPO can and has established policies, mentioning the weighted voting structure as one of them. Ms. Nicoulin explained the areas that the TPO covers and how that relates to the boundary. She noted that the Apportionment plan must be submitted by November 14, 2023. She also mentioned some of the things that must be included in the plan such as population, urbanized areas, current and proposed memberships, the MPA boundary map and TPO Board resolution. Ms. Nicoulin gave detailed information on each item and noted that she will present more information and some scenarios for consideration at the August meeting. From there, the draft Apportionment Plan will be developed and presented in September.

Chairperson Cloudman stated the TPO may want to revisit the number of seats on the board.

Discussion continued regarding the weighted vote, the number of seats on the board, and the additional funding from having another Transportation Management Area (TMA) within the TPO.

#### **C. FDOT Report**

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

Commissioner McCool thanked FDOT on behalf of Deltona for the extra attention on the Deltona 111 A and B interchanges and the entrance to Deltona. She is interested in updating the overpass so it doesn't look so dated; they are looking to partner with FDOT.

Vice Mayor O'Connor asked about the lake at Exit 111 and if a contractor had looked at it yet.

Ms. Hinson stated that there was a team going out on the day of the last TPO Board meeting, but she would check into it.

Council Member Johansson asked about the Pioneer Trail Interchange.

Ms. Hinson stated there had been a delay and the schedule has been moved. There was a challenge by the St. Johns Water Management District permitting. The letting is scheduled for December 2023.

#### **VII. Executive Director's Report**

Ms. Nicoulin explained that the TPO recently went through its Federal Certification which is done every four years. A public meeting was held on June 14, 2023, and there was a good turnout. FHWA is accepting comments through July 14, 2023; the TPO will send out an email with the information on how to submit comments. There were no preliminary findings, and FHWA will issue a report by November. She provided an update on status of the Office of Inspector General (OIG) audit. They are nearing completion of the field work and a meeting will be scheduled to discuss the findings. At that time, the OIG will prepare and present a draft report which the TPO can then respond to. She believes that will happen within the next month or two. Ms. Nicoulin also introduced Donna King, the TPO's new Administrative Assistant.

#### **VIII. River to Sea TPO Board Member Comments**

Commissioner McCool asked that municipalities, counties and FDOT pay attention to traffic studies (as she believes they are antiquated) and development agreements. She stated that this will affect proportionate share greatly. She noted that there is going to be a seven-million-dollar deficit in Volusia County because of this and traffic impact fees. She went on to say that the development in Volusia County has exploded and traffic is a big problem. She added that members should be paying attention to SB 102 as well as development agreements.

Vice Mayor Sander thanked FDOT for clearing out the trash and weeds blocking the culverts at the Nova Canal.

Council Member Johansson asked that Commissioner McCool send him the specifics on her traffic and development concerns so that he can see how Volusia County can help.

Ms. Nicoulin added that the TPO developed a Transportation Impact Analysis (TIA) methodology that all cities use. One of the upcoming activities the TPO has identified is an update to the TIA Guidelines which haven't been updated in about five years. Once the TPO enters into a contract with the general planning consultant they will work on that update.

**IX. River to Sea TPO Chairperson Comments**

Chairperson Cloudman stated that the Florida League of Cities (FLC) is open to submit your name to serve on a legislative policy committee. It is a great way to have your city heard. There are five different committees that have openings.

**X. Information Items**

- Bicycle/Pedestrian Advisory Committee Attendance Record – 2023
- Citizens Advisory Committee Attendance Record – 2023
- Technical Coordinating Committee Attendance Report – 2023
- River to Sea TPO Outreach and Activities
- Upcoming Events Flyer
- Volusia and Flagler County Construction Reports

**XI. Adjournment**

There being no further business, the River to Sea TPO Board meeting adjourned at 10:36 am.

**RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

  
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**CITY OF DELAND MAYOR CHRIS CLOUDMAN  
CHAIRPERSON, RIVER TO SEA TPO**

**CERTIFICATE:**

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the June 28, 2023, regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 23<sup>rd</sup> day of August 2023.

  
\_\_\_\_\_  
**DONNA KING, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

**\*\* A recording of the June 28, 2023 TPO Board meeting is available upon request.**