



# MEETING AGENDA

## Transportation Disadvantaged Local Coordinating Board (TDLCB)

Volusia County Vice Chair Matt Reinhart, TDLCB Chairperson

**DATE:** Wednesday, July 8, 2026  
**TIME:** 10:00 a.m.  
**PLACE:** VoTran Conference Room  
950 Big Tree Road  
South Daytona, FL 32119

**Microsoft Teams Information:**  
[Join the TDLCB meeting](#)  
**By phone:** +1 561-484-5911 ID: 680 873 71#

### TDLCB AGENDA

**1. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE**

**2. PUBLIC COMMENT/PARTICIPATION** *(Length of time at the discretion of the Chairperson)*

Anyone wishing to make a public comment should fill out a speaker card and hand it to a TPO staff member or the Chairperson. You will be called on when the item is discussed. If you wish to speak on an item not on the agenda, you will be called on during public comment/participation.

**3. ACTION ITEMS**

- A. Review and Approval of the April 8, 2026 TDLCB Meeting Minutes *(pgs. 3-6)*
- B. Review and Approval of the VoAccess Monthly Paratransit Reports *(pgs. 7-10)*
- C. Review and Approval of the FY 2026-27 Transportation Disadvantaged Rate Model Worksheet *(pgs. 11-19)*
- D. Review and Approval of the 2026 TDLCB Bylaws *(pgs. 20-26)*

**4. PRESENTATIONS AND DISCUSSION ITEMS**

- A. Presentation and Discussion of Major Updates to VoTran’s Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP) *(pgs. 27-34)*
- B. Presentation and Discussion of Service Changes to VoTran and VoRide *(pgs. 35-39)*

**5. STAFF COMMENTS**

- A. Stakeholder Discussions for the TDP and TDSP (TODAY after the TDLCB meeting) *(pg. 40)*

**6. INFORMATION ITEMS** *(pgs. 40-58)*

- A. Grievance Committee Meeting Summary – April 8, 2026
- B. TDLCB Attendance Record
- C. TDLCB Interest Form
- D. TDLCB Meeting Summary – April 8, 2026
- E. TDLCB Membership List
- F. TPO Board Meeting Summaries
- G. TPO Outreach & Activities
- H. TPO Planning Grant Quarterly Progress Report
- I. TPO Upcoming Events

**7. TDLCB MEMBER COMMENTS****8. TDLCB CHAIRPERSON COMMENTS****9. ADJOURNMENT**

**\*The next TDLCB meeting will be on October 14, 2026\***

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If any person decides to appeal a decision made by this board concerning any matter considered at such meeting or hearing, they will need a record of the proceedings including all testimony and evidence upon which the appeal is to be based. To that end, such a person will want to ensure that a verbatim record of the proceedings is made.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia-Flagler TPO office, 1540 Cornerstone Boulevard, Suite 240, Daytona Beach, Florida 32117; (386) 271-0249, extension 1, at least five (5) working days before the meeting date.

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Persons who require translation services, which are provided at no cost, should contact the Volusia-Flagler TPO at (386) 271-0249 or by email at [PBlankenship@vftpo.org](mailto:PBlankenship@vftpo.org) at least five (5) business days before the meeting.

**ACTION ITEM 3A**

Review and Approval of the April 8, 2026 TDLCB Meeting Minutes

Contact: Melanie Pruneau, [MPruneau@vftpo.org](mailto:MPruneau@vftpo.org)

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**SUMMARY BACKGROUND:**

Minutes are prepared for each meeting and must be approved by the TDLCB. The April 8, 2026 TDLCB meeting minutes are provided with this agenda packet for your review.

**RECOMMENDED ACTION:**

*MOTION* to approve the April 8, 2026 TDLCB Meeting Minutes

**ATTACHMENT:**

April 8, 2026 TDLCB Meeting Minutes

**Volusia-Flagler Transportation Planning Organization (TPO)  
Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting Minutes  
April 8, 2026**

Volusia County Mobility Management Center  
950 Big Tree Road, South Daytona, FL 32119

**TDLCB Members Physically Present:**

Carmen Hall  
Dee Wilson  
Steve Williamson  
John Harden  
Mary Tyson, Vice Chairperson  
Doug Hall  
Carlos Colon  
Emilio Santiago  
Benjamin Juengst  
Scott Olson

**Representing:**

Association of Community Action  
Children at Risk  
Citizens Advocate, System User  
Citizens Advocate  
Disabled Citizens  
Elderly Citizens  
Florida Department of Transportation  
Healthcare Administration  
Medical Community – Alternate  
Veterans Services Group

**TDLCB Members Virtually Present:**

Christy Gillis

**Representing:**

Department of Children & Families

**TDLCB Members Absent:**

Sheryl Dick-Stanford  
Diana Garcia  
Heather Haroldson (excused)  
Steve Jack  
Jennifer Fowler  
Susan Pauly  
Jessica Walker  
Robin King  
Kathy Spencer  
Council Vice Chair Matt Reinhart, Chairperson (exc.)

**Representing:**

Agency for Persons with Disabilities  
Agency for Persons with Disabilities – Alternate  
Elder Affairs  
Private for Profit  
Public Education Community  
Vocational Rehab Services  
Vocational Rehab Services - Alternate  
Workforce Development Board  
Workforce Development Board – Alternate  
Volusia County

**Others Physically Present:**

Melanie Pruneau, Recording Secretary  
Pamela Blankenship  
Stephan Harris  
Ralf Heseler  
Siva Persad  
Jacob Lunceford  
Bobbie King  
Dawne Weekley  
Frasmo Cardona  
Angela Milroy

**Representing:**

TPO Staff  
TPO Staff  
TPO Staff  
Volusia County Transit Services Division  
Volusia County Transit Services Division  
Volusia County Transit Services Division  
Volusia County Transit Services Division  
VoTran  
RATP Dev  
RATP Dev

**Others Virtually Present:**

Colleen Nicoulin  
Kyle Mills

**Representing:**

TPO Staff  
FDOT

**1. Call to Order / Roll Call / Determination of Quorum/Pledge of Allegiance**

TDLCB Vice Chairperson Mary Tyson called the meeting of the Volusia-Flagler Transportation Planning Organization (TPO) Transportation Disadvantaged Local Coordinating Board (TDLCB) to order at 10:09 a.m. The roll was called, and it was determined that a quorum was physically present. The meeting was held in a hybrid format with ten voting members physically present and one voting member virtually present.

The Pledge of Allegiance was given.

**MOTION:** *A motion was made by Mr. Hall to allow TDLCB members attending virtually to participate and vote. The motion was seconded by Mr. Williamson and carried unanimously.*

**2. Public Comment/Participation**

There were no public comments.

**3. Action Items**

**A. Review and Approval of the January 14, 2026 TDLCB Meeting Minutes**

**MOTION:** *Mr. Hall moved to approve the January 14, 2026 TDLCB meeting minutes. The motion was seconded by Mr. Juengst and carried unanimously.*

**B. Review and Approval of the January 14, 2026 TD Public Hearing Minutes**

**MOTION:** *Mr. Colon moved to approve the January 14, 2026 TD Public Hearing minutes. The motion was seconded by Mr. Santiago and carried unanimously.*

**C. Review and Approval of the VoAccess Monthly Paratransit Reports**

Mr. Heseler reviewed the VoAccess Monthly Paratransit Reports for the months of November 2025-January 2026. He noted that trips are down due to available funding and that no-shows have also decreased by 51%.

Vice Chairperson Tyson suggested that the launch of the VoTran app may have helped to benefit the data as it is easy to cancel a trip in the app.

**MOTION:** *Ms. Hall moved to approve the VoAccess monthly paratransit reports. The motion was seconded by Mr. Olson and carried unanimously.*

**D. Review and Approval of 2026 TDLCB Grievance Procedures**

**MOTION:** *A motion was made by Mr. Hall to approve the 2026 TDLCB Grievance Procedures. The motion was seconded by Ms. Hall and carried unanimously.*

**4. Presentations and Discussion Items**

**A. Presentation and Discussion of the VoTran On Demand Mobile Application**

Ms. King demonstrated how to download and use the VoTran On Demand app. She walked through how to create a profile and went over the various app features.

Vice Chairperson Tyson stated the app is very accessible for the visually impaired.

Members discussed the ways to utilize the Uber program.

**5. Staff Comments**

Mr. Harris asked members to check the Member List in the agenda packet to ensure all information is up to date. He described the changes including updated staff support and new members.

**6. TDLCB Member Comments**

Mr. Harden asked about creating a profile in the VoTran On Demand app. Ms. Milroy instructed how to change the features in the app.

Mr. Williamson asked if he is able to pay at the VoTran office rather than online. Ms. Milroy responded that payment can be taken securely only over the phone.

**7. TDLCB Chairperson Comments**

Vice Chairperson Tyson expressed some concerns with the VoTran On Demand app including the arbitrary time changes in scheduled trips, stating she must call customer service to adjust it.

Conversation ensued regarding scheduling trips, addresses, and acceptable forms of payment.

**8. Information Items**

- TDLCB Attendance Record
- TDLCB Interest Form
- TDLCB Meeting Summary – January 14, 2026
- TPO Board Meeting Summaries
- TPO Outreach & Activities
- TPO Planning Grant Quarterly Progress Report
- TPO Upcoming Events
- VoRide Service Expansion

**9. Adjournment**

The meeting was adjourned at 10:41 a.m.

**VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**

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**COUNTY VICE CHAIR MATT REINHART, CHAIRPERSON  
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD**

**CERTIFICATE:**

The undersigned, duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certifies that the foregoing is a true and correct copy of the minutes of the April 8, 2026 regular meeting of the Transportation Disadvantaged Local Coordinating Board (TDLCB), approved and duly signed this 8<sup>th</sup> day of July 2026.

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**MELANIE PRUNEAU, RECORDING SECRETARY  
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION**

***\*A recording of the April 8, 2026 TDLCB meeting is available upon request.***

**ACTION ITEM 3B**

Review and Approval of the VoAccess Monthly Paratransit Reports

Contact: Stephan Harris, [SHarris@vftpo.org](mailto:SHarris@vftpo.org)

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**SUMMARY BACKGROUND:**

The VoAccess monthly paratransit reports provide statistical information on the transportation services provided by VoAccess and the contracted transportation providers. The reports for February 2025-2026, March 2025-2026, and April 2025-2026 are enclosed for your review. Volusia County Transit Services Division staff will be available to answer questions regarding the reports.

**RECOMMENDED ACTION:**

*MOTION* to approve the VoAccess Monthly Paratransit Reports

**ATTACHMENT:**

VoAccess Paratransit Reports for February 2025-2026, March 2025-2026, and April 2025-2026

MONTHLY TRANSPORTATION DISADVANTAGED REPORT						
	FEB, 2026 VOTRAN	FEB, 2025 VOTRAN	FEB, 2026 CONTRACTED	FEB, 2025 CONTRACTED	FEB, 2026 TOTAL	FEB, 2025 TOTAL
<b>TOTAL PASS TRIPS</b>	7,751	9,236	2,869	6,447	10,620	15,683
<b>TRIP PURPOSE</b>						
Medical	1,912	3,263	650	2,188	2,562	5,451
Nutrition		1,310		145	0	1,455
Other	2,704	153	1,006	138	3,710	291
Education	567	2,161	179	1,582	746	3,743
Shopping	1,406	537	441	405	1,847	942
Work	1,162	1,812	593	1,989	1,755	3,801
<b>PASSENGER TYPE</b>						
Disabled	8,774	9,189	4,826	6,443	13,600	15,632
Elderly	88	46	7	4	95	50
Child	0	1	0	0	0	1
<b>TRIP TYPE</b>						
Ambulatory	6,400	6,988	3,423	5,086	9,823	12,074
Wheelchair	2,462	2,248	1,410	1,361	3,872	3,609
<b>TOTAL COMPLAINTS</b>	3	3	0	1	3	4
Discourtesy	0	1	0	0	0	1
Safety	1	0	0	0	1	0
Early	0	0	0	0	0	0
Late	2	1	0	0	2	1
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	0	0	0	0
Other	0	1	0	1	0	2
<b>TOTAL ACCIDENTS</b>	5	0	0	0	5	0
<b>CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	5	0	0	0	5	0
Person & Vehicle	0	0	0	0	0	0
<b>NON-CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	0	0	0	0	0	0
Person & Vehicle	0	0	0	0	0	0
<b>CANCELLATIONS</b>	2,692	595	906	414	3,598	1,009
<b>NO SHOWS</b>	275	448	101	312	376	760
<b>REVENUE MILES</b>	78,298	84,591	35,412	53,743	113,710	138,334
<b>REVENUE HOURS</b>	4,975	5,268	2,111	3,944	7,086	9,212

MONTHLY TRANSPORTATION DISADVANTAGED REPORT						
	MAR, 2026 VOTRAN	MAR, 2025 VOTRAN	MAR, 2026 CONTRACTED	MAR, 2025 CONTRACTED	MAR, 2026 TOTAL	MAR, 2025 TOTAL
<b>TOTAL PASS TRIPS</b>	8,574	9,777	2,994	6,697	11,568	16,474
<b>TRIP PURPOSE</b>						
Medical	2,128	3,705	647	2,448	2,775	6,153
Nutrition	0	1,380	0	218	0	1,598
Other	3,148	198	1,117	124	4,265	322
Education	543	1,853	198	1,366	741	3,219
Shopping	1,571	645	466	468	2,037	1,113
Work	1,184	1,996	566	2,073	1,750	4,069
<b>PASSENGER TYPE</b>						
Disabled		9,716		6,693	0	16,409
Elderly		61		4	0	65
Child		0		0	0	0
<b>TRIP TYPE</b>						
Ambulatory	7,366	7,390	2,890	5,110	10,256	12,500
Wheelchair	2,007	2,387	664	1,587	2,671	3,974
<b>TOTAL COMPLAINTS</b>	1	1	0	7	1	8
Discourtesy	0	0	0	4	0	4
Safety	1	0	0	0	1	0
Early	0	0	0	0	0	0
Late	0	1	0	0	0	1
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	0	0	0	0
Other	0	0	0	3	0	3
<b>TOTAL ACCIDENTS</b>	3	0	0	0	3	0
<b>CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	2	0	0	0	2	0
Person & Vehicle	0	0	0	0	0	0
<b>NON-CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	1	0	0	0	1	0
Person & Vehicle	0	0	0	0	0	0
<b>CANCELLATIONS</b>	3,119	602	933	418	4,052	1,020
<b>NO SHOWS</b>	255	454	118	315	373	769
<b>REVENUE MILES</b>	81,729	88,754	35,412	56,247	117,141	145,001
<b>REVENUE HOURS</b>	5,340	5,555	2,111	4,243	7,451	9,798

MONTHLY TRANSPORTATION DISADVANTAGED REPORT						
	APR, 2026 VOTRAN	APR, 2025 VOTRAN	APR, 2026 CONTRACTED	APR, 2025 CONTRACTED	APR, 2026 TOTAL	APR, 2025 TOTAL
<b>TOTAL PASS TRIPS</b>	7,751	10,106	2,869	7,407	10,620	17,513
<b>TRIP PURPOSE</b>						
Medical	1,912	3,850	650	2,768	2,562	6,618
Nutrition		1,349		181	0	1,530
Other	2,704	129	1,006	159	3,710	288
Education	567	2,358	179	1,606	746	3,964
Shopping	1,406	588	441	508	1,847	1,096
Work	1,162	1,832	593	2,185	1,755	4,017
<b>PASSENGER TYPE</b>						
Disabled		9,771		7,382	0	17,153
Elderly		335		25	0	360
Child		0		0	0	0
<b>TRIP TYPE</b>						
Ambulatory	7,319	7,572	2,269	5,631	9,588	13,203
Wheelchair	1,747	2,534	548	1,776	2,295	4,310
<b>TOTAL COMPLAINTS</b>	1	0	0	0	1	0
Discourtesy	0	0	0	0	0	0
Safety	1	0	0	0	1	0
Early	0	0	0	0	0	0
Late	0	0	0	0	0	0
Driver	0	0	0	0	0	0
Schedule/Routes	0	0	0	0	0	0
Vehicle/Equipment	0	0	0	0	0	0
Other	0	0	0	0	0	0
<b>TOTAL ACCIDENTS</b>	5	0	0	0	5	0
<b>CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	1	0	0	0	1	0
Person & Vehicle	0	0	0	0	0	0
<b>NON-CHARGEABLE:</b>						
Person Only	0	0	0	0	0	0
Vehicle Only	4	0	0	0	4	0
Person & Vehicle	0	0	0	0	0	0
<b>CANCELLATIONS</b>	2,692	637	821	462	3,513	1,099
<b>NO SHOWS</b>	260	506	96	367	356	873
<b>REVENUE MILES</b>	80,982	94,270	34,976	60,231	115,958	154,501
<b>REVENUE HOURS</b>	5,524	5,478	2,178	4,483	7,702	9,961

**ACTION ITEM 3C**

Review and Approval of the FY 2026-27 Transportation Disadvantaged Rate Model Worksheet

Contact: Stephan Harris, [SHarris@vftpo.org](mailto:SHarris@vftpo.org)

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**SUMMARY BACKGROUND:**

The FY 2026-27 Transportation Disadvantaged (TD) Rate Model Worksheet shows VoAccess current rates for transportation disadvantaged trust fund trips. All rates must be developed using the rate calculation model provided by the Florida Commission for the Transportation Disadvantaged. These calculated rates must be approved by the TDLCB before they can be submitted as part of the Trip and Equipment Grant for non-sponsored trips and/or capital equipment. Calculated rates for last year (FY 2025-26) are shown for reference purposes. The FY 2026-27 TD Rate Model Worksheet is included with this agenda packet for your review and approval.

**FY 2025-26 RATE CALCULATION FOR MULTIPLE SERVICES (reference)**

Projected Passenger Miles = 477,600 (393,912 Ambulatory + 83,688 Wheelchair)  
Rate per Passenger Mile = \$3.03 (Ambulatory), \$5.19 (Wheelchair)

Projected Passenger Trips = 29,268 (23,414 Ambulatory + 5,854 Wheelchair)  
Rate per Passenger Trip = \$48.60 (Ambulatory), \$83.32 (Wheelchair)

**FY 2026-27 RATE CALCULATION FOR MULTIPLE SERVICES**

Projected Passenger Miles = 486,750 (389,400 Ambulatory + 97,350 Wheelchair)  
Rate per Passenger Mile = \$2.91 (Ambulatory), \$4.98 (Wheelchair)

Projected Passenger Trips = 29,800 (23,840 Ambulatory + 5,960 Wheelchair)  
Rate per Passenger Trip = \$47.46 (Ambulatory), \$81.37 (Wheelchair)

**RECOMMENDED ACTION:**

*MOTION* to approve the FY 2026-27 TD Rate Model Worksheet

**ATTACHMENT:**

Draft FY 2026-27 TD Rate Model Worksheet

# Preliminary Information Worksheet

Version 1.4

**CTC Name:** Volusia County Votran

**County (Service Area):** Volusia County

**Contact Person:** Bobbie King

**Phone #** 386-756-7496

## Check Applicable Characteristic:

### ORGANIZATIONAL TYPE:

- Governmental
- Private Non-Profit
- Private For Profit

### NETWORK TYPE:

- Fully Brokered
- Partially Brokered
- Sole Source

***Once completed, proceed to the Worksheet entitled "Comprehensive Budget"***

**Comprehensive Budget Worksheet**

Version 1.4

CTC: Volusia County Voltran  
County: Volusia County

1. Complete applicable GREEN cells in columns 2, 3, 4, and 7

	Prior Year's <b>ACTUALS</b> from Oct 1st of <b>2024</b> to Sept 30th of <b>2025</b>	Current Year's <b>APPROVED</b> Budget, as amended from Oct 1st of <b>2025</b> to Sept 30th of <b>2026</b>	Upcoming Year's <b>PROPOSED</b> Budget from Oct 1st of <b>2026</b> to Sept 30th of <b>2027</b>	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price.  Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

**REVENUES (CTC/Operators ONLY / Do NOT include coordination contractors!)**

**Local Non-Govt**

Farebox	\$ 81,587	\$ 110,000	\$ 105,000	34.8%	-4.5%	Local Non-Govt FY Other Revenue includes bus advertisement and other miscellaneous revenue
Medicaid Co-Pay Received						
Donations/ Contributions						
In-Kind, Contributed Services						
Other	\$ 28,322	\$ 29,706	\$ 43,149	4.9%	45.3%	
<b>Bus Pass Program Revenue</b>						

**Local Government**

District School Board						2025 is required cash to match 5311 and TD, including farebox revenue as a partial match. 2026 and 2027 are cash needed to balance the budget
Compl. ADA Services						
County Cash	\$ 149,904	\$ 419,490	\$ 656,591	179.8%	56.5%	
County In-Kind, Contributed Services						
City Cash						
City In-kind, Contributed Services						
Other Cash						
<b>Bus Pass Program Revenue</b>						

**CTD**

Non-Spons. Trip Program	\$ 1,263,956	\$ 1,296,282	\$ 1,282,032	2.6%	-1.1%	Other TD Revenue (\$450,000) is new - FY26 CTD Innovative Services Development Grant awarded in January 2026 for same day on demand services for TD eligible clients. Award ends June 30, 2026.
Non-Spons. Capital Equipment						
Rural Capital Equipment						
Other TD (specify in explanation)		\$ 450,000	\$ -		-100.0%	
<b>Bus Pass Program Revenue</b>						

**USDOT & FDOT**

49 USC 5307	\$ 441,711	\$ 605,000	\$ 830,147	37.0%	37.2%	5307 consists of 100% of preventive maintenance and salary costs allocated to TD as well as 5307 3rd party contractors % of contractor trips performed for TD eligible clients. FY2024 5311 consists of rural ada and rural TD. Just revenue related to TD rural trips were reported here. ADA rural is not applicable to the TD rate model and is excluded. For FY26 and FY 27 5311 revenue funds are now being allocated to fixed route rural services with no revenue related to TD.
49 USC 5310						
49 USC 5311 (Operating)	\$ 47,016	\$ -	\$ -	-100.0%		
49 USC 5311(Capital)						
Block Grant						
Service Development						
Commuter Assistance						
Other DOT (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**AHCA**

Medicaid						
Other AHCA (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**DCF**

Alcohol, Drug & Mental Health						
Family Safety & Preservation						
Comm. Care Dis./Aging & Adult Serv.						
Other DCF (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**DOH**

Children Medical Services						
County Public Health						
Other DOH (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**DOE (state)**

Carl Perkins						
Div of Blind Services						
Vocational Rehabilitation						
Day Care Programs						
Other DOE (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**AWI**

WAGES/Workforce Board						
Other AWI (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**DOEA**

Older Americans Act						
Community Care for Elderly						
Other DOEA (specify in explanation)						
<b>Bus Pass Program Revenue</b>						

**DCA**

Community Services						
Other DCA (specify in explanation)						
<b>Bus Pass Admin. Revenue</b>						

# Comprehensive Budget Worksheet

Version 1.4

CTC: Volusia County Voltran  
County: Volusia County

1. Complete applicable GREEN cells in columns 2, 3, 4, and 7

	Prior Year's <b>ACTUALS</b> from Oct 1st of <b>2024</b> to Sept 30th of <b>2025</b>	Current Year's <b>APPROVED</b> Budget, as amended from Oct 1st of <b>2025</b> to Sept 30th of <b>2026</b>	Upcoming Year's <b>PROPOSED</b> Budget from Oct 1st of <b>2026</b> to Sept 30th of <b>2027</b>	% Change from Prior Year to Current Year	Proposed % Change from Current Year to Upcoming Year	Confirm whether revenues are collected as a system subsidy VS a purchase of service at a unit price.  Explain Changes in Column 6 That Are > ± 10% and Also > ± \$50,000
1	2	3	4	5	6	7

<b>APD</b>						
Office of Disability Determination						
Developmental Services						
Other APD (specify in explanation)						
<b>Bus Pass Program Revenue</b>						
<b>DJJ</b>						
(specify in explanation)						
<b>Bus Pass Program Revenue</b>						
<b>Other Fed or State</b>						
xxx						
xxx						
xxx						
<b>Bus Pass Program Revenue</b>						
<b>Other Revenues</b>						
Interest Earnings						
xxxx						
xxxx						
<b>Bus Pass Program Revenue</b>						
<b>Balancing Revenue to Prevent Deficit</b>						
Actual or Planned Use of Cash Reserve						
Balancing Revenue is Short By =		None	None			
<b>Total Revenues =</b>	<b>\$2,012,496</b>	<b>\$2,910,478</b>	<b>\$2,916,919</b>	<b>44.6%</b>	<b>0.2%</b>	

<b>EXPENDITURES (CTC/Operators ONLY / Do NOT include Coordination Contractors!)</b>						
<b>Operating Expenditures</b>						
Labor	\$ 825,981			-100.0%		The allocated indirect costs are an allocation of administrative cost to support the TD function of Voltran. These administrative costs only support transit and are not an indirect costs allocation from county supporting services. 2025 change in Contracted Transportation Services expenditures is due to a change in structure for Voltran to a Third Party Operations/Maintenance Contract with RATPDEV beginning 8/15/25. For 2026 all Labor and Fringe expenditures are incurred by RATPDev and included in the Purchased Transportation Services Contract.
Fringe Benefits	\$ -					
Services	\$ 66,143	\$ 63,741	\$ 88,574	-3.6%	39.0%	
Materials and Supplies	\$ 261,407	\$ 304,692	\$ 285,950	16.6%	-6.2%	
Utilities	\$ 9,035	\$ 17,279	\$ 4,419	91.2%	-74.4%	
Casualty and Liability	\$ 57,998	\$ 10,609	\$ 8,221	-81.7%	-22.5%	
Taxes						
Purchased Transportation:						
Purchased Bus Pass Expenses						
School Bus Utilization Expenses						
Contracted Transportation Services	\$ 693,677	\$ 2,440,920	\$ 2,459,658	251.9%	0.8%	
Other						
Miscellaneous						
Operating Debt Service - Principal & Interest						
Leases and Rentals						
Contrib. to Capital Equip. Replacement Fund						
In-Kind, Contributed Services	\$ -	\$ -	\$ -			
Allocated Indirect	\$ 185,261	\$ 73,237	\$ 70,097	-60.5%	-4.3%	
<b>Capital Expenditures</b>						
Equip. Purchases with Grant Funds						
Equip. Purchases with Local Revenue						
Equip. Purchases with Rate Generated Rev.						
Capital Debt Service - Principal & Interest						
<b>ACTUAL YEAR LOSS</b>	<b>(\$87,006)</b>					
<b>Total Expenditures =</b>	<b>\$2,099,502</b>	<b>\$2,910,478</b>	<b>\$2,916,919</b>	<b>38.6%</b>	<b>0.2%</b>	
<b>See NOTES Below.</b>						

Once completed, proceed to the Worksheet entitled "Budgeted Rate Base"

Actual year LOSSES are shown as Balancing Revenue or Local Non-Government revenue.





# Worksheet for Program-wide Rates

CTC: Volusia County Version 1.4  
 County: Volusia County

1. Complete Total Projected Passenger Miles and ONE-WAY Passenger Trips (**GREEN** cells) below

- Do **NOT** include trips or miles related to Coordination Contractors!
- Do **NOT** include School Board trips or miles UNLESS.....
- INCLUDE** all ONE-WAY passenger trips and passenger miles related to services you purchased from your transportation operators!
- Do **NOT** include trips or miles for services provided to the general public/private pay UNLESS..
- Do **NOT** include escort activity as passenger trips or passenger miles unless charged the full rate for service!
- Do **NOT** include fixed route bus program trips or passenger miles!

PROGRAM-WIDE RATES		Fiscal Year
Total <u>Projected</u> Passenger Miles =	486,750	2026 - 2027
<b>Rate Per Passenger Mile = \$</b>	<b>3.32</b>	
Total <u>Projected</u> Passenger Trips =	29,800	
<b>Rate Per Passenger Trip = \$</b>	<b>54.24</b>	
		<b>Avg. Passenger Trip Length = 16.3 Miles</b>

Rates If No Revenue Funds Were Identified As Subsidy Funds	
<b>Rate Per Passenger Mile = \$</b>	<b>6.17</b>
<b>Rate Per Passenger Trip = \$</b>	<b>100.80</b>

**Once Completed, Proceed to the Worksheet entitled "Multiple Service Rates"**

### Vehicle Miles

The miles that a vehicle is scheduled to or actually travels from the time it pulls out from its garage to go into revenue service to the time it pulls in from revenue service.

### Vehicle Revenue Miles (VRM)

The miles that vehicles are scheduled to or actually travel while in revenue service. Vehicle revenue miles exclude:

- Deadhead
- Operator training, and
- Vehicle maintenance testing, as well as
- School bus and charter services.

### Passenger Miles (PM)

The cumulative sum of the distances ridden by each passenger.

## Worksheet for Multiple Service Rates

CTC: Volusia County Version 1.4  
 County: Volusia County

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

### SECTION I: Services Provided

1. Will the CTC be providing any of these Services to transportation disadvantaged passengers in the upcoming budget year?.....

Ambulatory	Wheelchair	Stretcher	Group
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Go to Section II for Ambulatory Service	Go to Section II for Wheelchair Service	STOP! Do NOT Complete Sections II - V for Stretcher Service	STOP! Do NOT Complete Sections II - V for Group Service

### SECTION II: Contracted Services

1. Will the CTC be contracting out any of these Services TOTALLY in the upcoming budget year?....

Ambulatory	Wheelchair	Stretcher	Group
<input checked="" type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Answer # 2 for Ambulatory Service	Answer # 2 for Wheelchair Service	Do Not Complete Section II for Stretcher Service	Do Not Complete Section II for Group Service

2. If you answered YES to #1 above, do you want to arrive at the billing rate by simply dividing the proposed contract amount by the projected Passenger Miles / passenger trips?.....

Ambulatory	Wheelchair	Stretcher	Group
<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No	<input type="radio"/> Yes <input checked="" type="radio"/> No
Leave Blank	Leave Blank	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

3. If you answered YES to #1 & #2 above, how much is the proposed contract amount for the service?  
 How many of the total projected Passenger Miles relate to the contracted service?  
 How many of the total projected passenger trips relate to the contracted service?

Ambulatory	Wheelchair	Stretcher	Group

Effective Rate for Contracted Services:  
 per Passenger Mile =  
 per Passenger Trip =

Ambulatory	Wheelchair	Stretcher	Group
Go to Section III for Ambulatory Service	Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

4. If you answered # 3 & want a Combined Rate per Trip PLUS a per Mile add-on for 1 or more services, INPUT the Desired per Trip Rate (but must be less than per trip rate in #3 above =  
 Rate per Passenger Mile for Balance =

Combination Trip and Mile Rate			
Leave Blank and Go to Section III for Ambulatory Service	Leave Blank and Go to Section III for Wheelchair Service	Do NOT Complete Section II for Stretcher Service	Do NOT Complete Section II for Group Service

**Worksheet for Multiple Service Rates**

CTC: Volusia County ' Version 1.4  
 County: Volusia County

1. Answer the questions by completing the GREEN cells starting in Section I for all services
2. Follow the DARK RED prompts directing you to skip or go to certain questions and sections based on previous answers

**SECTION III: Escort Service**

1. Do you want to charge all escorts a fee?.....

Yes  
 No

Skip #2 - 4 and Section IV and Go to Section V

2. If you answered Yes to #1, do you want to charge the fee per passenger trip OR .....  
 per passenger mile?.....

Pass. Trip Leave Blank  
 Pass. Mile

3. If you answered Yes to # 1 and completed # 2, for how many of the projected  
 Passenger Trips / Passenger Miles will a passenger be accompanied by an escort? [ ] Leave Blank

4. How much will you charge each escort?..... [ ] Leave Blank

**SECTION IV: Group Service Loading**

1. If the message "You Must Complete This Section" appears to the right, what is the projected total  
 number of Group Service Passenger Miles? (otherwise leave blank)..... [ ]

..... And what is the projected total number of Group Vehicle Revenue Miles? [ ] Loading Rate 0.00 to 1.00

Do NOT Complete Section IV

**SECTION V: Rate Calculations for Multiple Services:**

1. Input Projected Passenger Miles and Passenger Trips for each Service in the GREEN cells and the Rates for each Service will be calculated automatically
  - \* Miles and Trips you input must sum to the total for all Services entered on the "Program-wide Rates" Worksheet, MINUS miles and trips for contracted services IF the rates were calculated in the Section II above
  - \* Be sure to leave the service BLANK if you answered NO in Section I or YES to question #2 in Section II

		RATES FOR FY: 2026 - 2027			
		Ambul	Wheel Chair	Stretcher	Group
Projected Passenger Miles (excluding totally contracted services addressed in Section II) =	486,750	389,400	97,350	Leave Blank	0
Rate per Passenger Mile =		\$2.91	\$4.98	\$0.00	\$0.00
				per passenger	per group

		Ambul	Wheel Chair	Stretcher	Group
Projected Passenger Trips (excluding totally contracted services addressed in Section II) =	29,800	23,840	5,960	Leave Blank	Leave Blank
Rate per Passenger Trip =		\$47.46	\$81.37	\$0.00	\$0.00
				per passenger	per group

2. If you answered # 1 above and want a COMBINED Rate per Trip PLUS a per Mile add-on for 1 or more services,...

		Combination Trip and Mile Rate			
		Ambul	Wheel Chair	Stretcher	Group
...INPUT the Desired Rate per Trip (but must be less than per trip rate above) =				Leave Blank	Leave Blank
Rate per Passenger Mile for Balance =		\$2.91	\$4.98	\$0.00	\$0.00
				per passenger	per group

		Rates If No Revenue Funds Were Identified As Subsidy Funds			
		Ambul	Wheel Chair	Stretcher	Group
Rate per Passenger Mile =		\$5.40	\$9.26	\$0.00	\$0.00
				per passenger	per group
Rate per Passenger Trip =		\$88.20	\$151.20	\$0.00	\$0.00
				per passenger	per group

Program These Rates Into Your Medicaid Encounter Data

**ACTION ITEM 3D**

Review and Approval of the 2026 TDLCB Bylaws

Contact: Stephan Harris, [SHarris@vftpo.org](mailto:SHarris@vftpo.org)

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**SUMMARY BACKGROUND:**

The annual review of the TDLCB Bylaws is a requirement of the TD Grant Program and an intrinsic part of program management. The 2026 draft TDLCB Bylaws are provided with this agenda packet for your review and approval. No major changes are proposed. Revised text is highlighted (additions) and stricken (deletions).

**RECOMMENDED ACTION:**

*MOTION* to approve the 2026 TDLCB Bylaws

**ATTACHMENT:**

Draft 2026 TDLCB Bylaws

**BYLAWS OF THE  
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION  
TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD**

**ARTICLE I: PREAMBLE**

The following sets forth the bylaws which shall serve to guide the proper functioning of the coordination of transportation disadvantaged through the Transportation Disadvantaged Local Coordinating Board. The intent is to provide procedures and policies for fulfilling the requirements of Chapter 427, Florida Statutes, Rule 41-2, Florida Administrative Code (FAC), and subsequent laws setting forth requirements for the coordination of transportation services to the transportation disadvantaged.

**ARTICLE II: NAME AND PURPOSE**

Section A: **Name.** The name of the Coordinating Board shall be the Volusia-Flagler Transportation Planning Organization TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD, hereinafter referred to as the Board.

Section B: **Purpose.** The primary purpose of the Board is to assist the Designated Official Planning Agency in identifying local service needs and providing information, advice, and direction to the Community Transportation Coordinator on the coordination of services to be provided to the transportation disadvantaged pursuant to Chapter 427.0157, Florida Statutes.

**ARTICLE III: MEMBERSHIP, APPOINTMENT, TERMS OF OFFICE, AND TERMINATION  
OF MEMBERSHIP**

Section A: **Voting Members.** In accordance with Chapter 427.0157, Florida Statutes, all members of the Board shall be appointed officially by the Volusia-Flagler Transportation Planning Organization (TPO) Board. Prospective members of an agency or group shall have their organization designate in writing to the TPO their appointee and alternate to the TDLCB.

According to Florida Statute 427, Chapter 41-2.012, the following agencies or groups shall be represented on the Local Coordinating Board in every County as voting members:

1. An elected official of Volusia County, Florida shall serve as the official chairperson;
2. A representative of the Florida Department of Transportation;
3. A representative of the Florida Department of Children and Families;
4. A representative of the Public Education Community;

5. A representative of the Florida Department of Education;
6. A person who is recognized by the Florida Association for Community Action as representing the economically disadvantaged in the County;
7. A person who is recognized by the Florida Department of Veterans' Affairs as a representative of veterans in the County;
8. A person over sixty years of age representing the elderly in the County;
9. A person with a disability representing the disabled in the County;
- 10/11. Two citizen advocate representatives in the County, one of whom must represent a user of the system;
12. A representative of the Council for Early Childhood Services;
13. A representative of the Florida Department of Elder Affairs;
14. A representative of the local private for-profit transportation industry;
15. A local representative of the Florida Agency for Health Care Administration;
16. A local representative of the Agency for Persons with Disabilities;
17. A representative of the Regional Workforce Development Board; and
18. A representative of the local medical community.

Section B: **Alternate Members.** All agency members of the Board shall have their organization designate in writing to the TPO their alternate who may vote only in the absence of that member on a one vote per member basis. All members not representing an agency shall also have an alternate appointed for them.

Section C: **Non-Voting Members (Technical Advisors).** Non-voting members (technical advisors) may be approved for the purpose of providing the TDLCB with technical advice upon a majority vote of a quorum of the TDLCB. The following agencies or individuals shall be represented on the TDLCB as non-voting members (technical advisors):

1. The Executive Director or designee of the Volusia-Flagler TPO
2. The Director or designee of the Volusia County Transit Services Division
3. The Votran Operations and Maintenance Contract Manager or designee
4. A representative from Volusia County Emergency Medical Services (EMS)

Section D: **Terms of Appointment.** Appointments shall be consistent with Rule 41 - 2.012(5), except for the chairperson. Agency members and non-agency members of the Board shall be appointed for one, two, and three-year staggered terms with the initial membership. Individuals can be appointed for more than one term. Upon approval by the TPO Board, the membership can be extended for increments of two years. The Chairperson shall serve until replaced by the TPO.

Section E: **Termination of Membership.** Any non-agency members of the Board may resign at any time by notice in writing to the Chairperson. Unless otherwise specified in such notice, such resignation shall take effect upon receipt thereof by the Chairperson. Each member of the Board is expected to demonstrate his/her interest in the Board's activities through attendance of the scheduled meetings, except for reasons of an unavoidable nature. In each instance of an unavoidable absence, the absent member should ensure that his/her alternate will attend. The TPO shall review, and consider rescinding the appointment of any voting non-agency member of the Board who fails to attend three (3) consecutive meetings. The staff of the Local Coordinating Board shall contact Department Supervisors of all members representing an agency who fail to attend two (2) consecutive meetings.

#### **ARTICLE IV: OFFICERS AND DUTIES**

**Officers.** The officers of the Board shall be Chairperson and Vice-Chairperson.

1. **Chairperson.** The designated official planning agency shall appoint one elected official, to serve as the official Chairperson for all Local Coordinating Board meetings. The Chairperson shall be from the County which the Local Coordinating Board serves. The Chairperson shall preside at all Local Coordinating Board meetings and in the event of his/her absence, or at his/her discretion, the Vice-Chairperson shall assume the powers and duties of the Chairperson. The Chairperson shall serve until replaced by the TPO, in accordance with F.S. 427, Chapter 41-2.012.

2. **Vice-Chairperson.** The Board shall hold an organizational meeting each year for the purpose of electing a Vice-Chairperson. The Vice-Chairperson shall be elected by a majority vote of a quorum of the members of the Board present and voting at the organizational meeting. The Vice-Chairperson shall serve a term of one year starting with the next meeting. In such cases where the current Vice-Chairperson cannot complete the one-year term, the Board shall hold an organizational meeting for the purpose of electing an interim Vice-Chairperson who shall serve the remainder of the previous Vice-Chairperson's term. In the event both the Chair and Vice-Chair are absent, a Board member shall be nominated and approved by a majority of a quorum as Chair Pro Tem.

#### **ARTICLE V: BOARD MEETINGS**

Section A: **Regular Meetings.** The Board shall meet as often as necessary in order to meet its responsibilities. However, as required by Chapter 427.0157, Florida Statutes, the Board shall meet at least quarterly.

Section B: **Annual Public Hearing.** The Board shall hold a minimum of one public hearing annually for the purpose of receiving input on unmet needs or any other services that relate to the local transportation system in Volusia County.

Section C: **Notice of Meetings.** Notices and agendas shall be sent to all voting Board members via email. Alternates and other interested parties, and the news media shall be sent notices only. Notices shall be provided via email within seven (7) calendar days prior to the Board meeting and shall state the date, time, and the place of the meeting. Hard copies of notices and agendas shall be provided upon request.

Section D: **Quorum.** At all meetings of the Board, the presence in person of six (6) voting members shall be necessary and sufficient to constitute a quorum for the transaction of business. As used herein, the term “CMT” means Communications Media Technology, which includes telephone, Zoom, GoToMeeting, Microsoft Teams, or similar type of platform. Members of the TDLCB, or any TDLCB committee, may attend a meeting, on which the member serves, remotely using CMT, if there is a quorum of the TDLCB, or TDLCB committee, physically present at the meeting site; provided that the member(s) is subject to an “extraordinary circumstance” that justifies the remote attendance. Authority: Florida Attorney General Opinion (AGO) 2003-41. In the absence of a quorum, the presiding Chairperson may recess the meeting until a quorum is present. At any meeting without a quorum, only discussion and or informational items may be transacted.

Section E: **Voting.** At all meetings of the Board at which a quorum is present, all matters, except as otherwise expressly required by law or these Bylaws, shall be decided by the vote of a majority of the members of the Board present.

Section F: **Parliamentary Procedures.** The Board will conduct business using parliamentary procedures according to Robert’s Rules of Order, except when in conflict with these Bylaws.

#### **ARTICLE VI: STAFF**

Section A: **General.** The TPO shall provide the Board with sufficient staff support and resources to enable the Board to fulfill its responsibilities as set forth in Chapter 427.0157, Florida Statutes. These responsibilities include providing sufficient staff to manage and oversee the operations of the Board and assist in the scheduling of meetings, preparing meeting agenda packets, and minutes, including an attendance roster and other necessary administrative duties.

Section B: **Budget and Finance.** Consolidate the actual expenditures report of local and direct federal government transportation disadvantaged funds and forward them to the Commission for the Transportation Disadvantaged.

## **ARTICLE VII: BOARD DUTIES**

**Board Duties.** According to Chapter 427 of the Florida Statutes and Rule 41- 2 of the Florida Administrative Code, the Transportation Disadvantaged Local Coordinating Board members shall:

1. Meet at least quarterly.
2. Review and approve the Memorandum of Agreement and the Transportation Disadvantaged Service Plan with approved minimum guidelines, goals and objectives of the Local Coordinating Board.
3. Annually review and evaluate the Community Transportation Coordinator (CTC). The evaluation shall be conducted by using the evaluation criteria developed by the Commission for the Transportation Disadvantaged (CTD). A copy of the evaluation will be submitted to the Transportation Planning Organization (TPO) and the Commission for the Transportation Disadvantaged (CTD).
4. In cooperation with the Coordinator, review and provide recommendations to the Transportation Disadvantaged Commission and the TPO on all applications for local, state, or federal funds relating to transportation of the transportation disadvantaged in the county to ensure that any expenditures within the county are provided in the most effective and efficient manner.
5. Review coordination strategies, for service provision to the transportation disadvantaged in the County to seek innovative ways to improve cost-effectiveness, efficiency, safety, working hours, and types of services in an effort to increase ridership to a broader population. Evaluate multi-county or regional transportation opportunities between area Coordinators when it is appropriate and cost-effective to do so.
6. In coordination with the Community Transportation Coordinator (CTC), review and approve applications for funds that may become available.
7. Assist the TPO in preparing a Transportation Disadvantaged Element in their Transportation Improvement Program (TIP).

## **ARTICLE VIII: STANDING COMMITTEES**

Section A: **Quality Assurance Committee.** This committee is responsible for the update of the TDLCB Bylaws and coordinates with Votran in reviewing and establishing standards to provide a more efficient system. Reviews include, but are not limited to, the Annual CTC Evaluation and the Annual Operating Report (AOR). At least three (3) voting members of the Coordinating Board shall be appointed to the Quality Assurance Committee.

Section B: **Grievance Committee.** This committee serves as a mediator to process and investigate complaints from agencies, and users of the system in the designated service area and make recommendations to the Coordinating Board for improvement of service. At least three (3) voting members of the Coordinating Board shall be appointed to the Grievance Committee.

Section C: **Other.** Other committees shall be designated by the Chairperson as deemed necessary to investigate and report on specific subject areas of interest to the Board and to deal with administrative and legislative procedures. Voting members or in their absence, their alternates may serve on the committees.

**ARTICLE IX: COMMUNICATION WITH OTHER AGENCIES AND ENTITIES**

The TPO authorizes the Board to communicate directly with other agencies and entities as necessary to carry out its duties and responsibilities in accordance with Rule 41 - 2 Florida Administrative Code (FAC). Any written comments shall be approved by the Local Coordinating Board or Chairperson, or in his/her absence, his/her designee.

**ARTICLE X: AMENDMENTS**

The Bylaws may be amended by a two-thirds (2/3) vote of members present if a quorum exists.

**ARTICLE XI: CERTIFICATION**

The undersigned hereby certifies that he/she is the Chairperson of the Volusia County Transportation Disadvantaged Local Coordinating Board and that the foregoing is a full, true, and correct copy of the Bylaws of this Board as adopted by the Transportation Disadvantaged Local Coordinating Board this ~~9<sup>th</sup>~~ 8<sup>th</sup> day of **July 2025 2026**.

\_\_\_\_\_  
**Volusia County Council Member Vice Chair Matt Reinhart, Chairperson  
Transportation Disadvantaged Local Coordinating Board (TDLCB)**

**ATTEST:**

\_\_\_\_\_  
**Melanie Pruneau, Recording Secretary  
Volusia-Flagler Transportation Planning Organization**

**PRESENTATION ITEM 4A**

Presentation and Discussion of Major Updates to VoTran's Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP)

Contact: Stephan Harris, [SHarris@vftpo.org](mailto:SHarris@vftpo.org)

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**SUMMARY BACKGROUND:**

Volusia County and VoTran are undertaking major updates to the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP) to create a clear, actionable, and compliant roadmap for transit service planning, investment, and implementation. The TDP and TDSP will reflect current mobility needs, recent service changes, evolving land use and development patterns, and community priorities.

The plans will evaluate existing fixed-route, on-demand, and paratransit services; assess operating conditions and market demand; carry out a robust public involvement process; identify and prioritize transit corridors; prepare a 10-year schedule of projects, estimate future demand using FDOT-approved methods; and produce final TDP and TDSP documents for adoption and implementation. This effort will build on VoTran's recent mobility initiatives, including the evolution of on-demand and mobility broker concepts, and will give Volusia County a planning framework for future transit investments, service modifications, and funding strategies over the next decade.

Benesch staff are scheduled to provide an overview of major updates to VoTran's TDP and TDSP.

**RECOMMENDED ACTION:**

Presentation Item - No Action Required

**ATTACHMENTS:**

Major Updates to TDP and TDSP Presentation

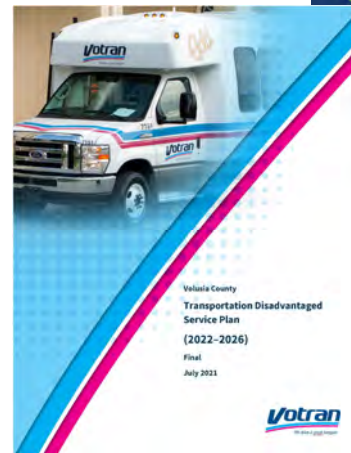
# Volusia County 5-Year TDSP 2027-2031

TDLCB Meeting  
July 8, 2026

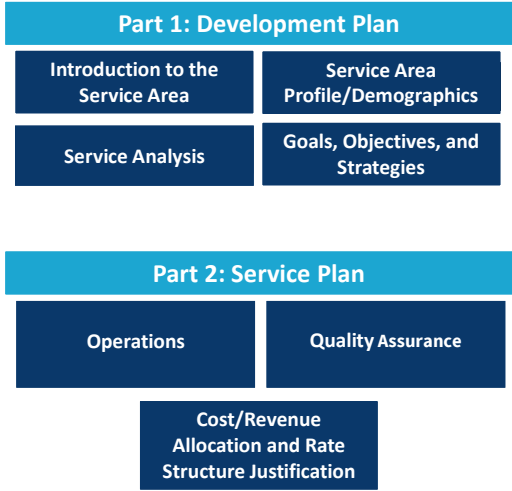


## TDSP Overview<sup>YN1</sup>

- Tactical Plan
  - Development Plan
  - Service Plan
  - Quality Assurance
- Major updates every 5 years with annual updates in between
- Developed by the Community Transportation Coordinator (VoTran) and the Planning Agency (TPO)
- Reviewed and approved by the Local Coordinating Board (LCB)
- Submitted to Florida Commission for the Transportation Disadvantaged (FCTD) for approval
- Being developed concurrently with VoTran's Transit Development Plan (TDP)



# TDSP Components



# TDLCB's Role in TDSP Development



## LCB Discussion Topics



Outreach



Needs



Other

## Public Outreach

- In person community outreach events (3)
- Discussion group workshops (3)
  - Health & Social Services
  - Business & Education
  - Current Transit Riders
- Stakeholder Outreach
- Online Survey
- Virtual Room



# Online Survey



<https://www.surveymonkey.com/r/VoTranSurvey2026>

# Virtual Room



<https://storage.net-fs.com/hosting/7441809/39/>

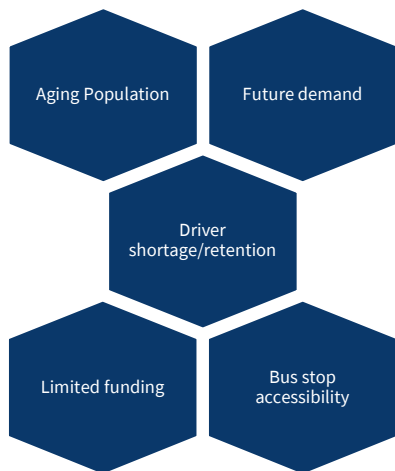
## Discussion: Outreach

What groups are we not reaching?

Who should be involved in this process?

Two empty rectangular boxes for notes, one below each question.

## Known Needs & Barriers



## Discussion: Needs

How have needs evolved?

What new challenges are there?

## Next Steps

**Survey Closes**

End of July 2026 (tentative)

**Draft TDP**

Early November 2026

**TDSP Approval –  
TDLCB Meeting**

Early October 2026

**TDP Approval**

Late November 2026

**Questions or Comments?**



**PRESENTATION ITEM 4B**

Presentation and Discussion of Service Changes to VoTran and VoRide

Contact: Stephan Harris, [SHarris@vftpo.org](mailto:SHarris@vftpo.org)

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**SUMMARY BACKGROUND:**

Volusia County's Transit Services Division is implementing changes to several VoTran routes and VoRide services in the summer and fall. Over the last several weeks, Transit Services Division staff has engaged with riders on bus routes and at transit centers to discuss the changes and collect feedback. Flyers announcing the service changes have been posted on the buses and at the transit centers. The service changes were approved by the Volusia County Council during their June 16<sup>th</sup> meeting and were effective on June 28, 2026, with some changes to be effective in October.

Transit Services Division staff are scheduled to provide an overview of service changes to VoTran and VoRide.

**RECOMMENDED ACTION:**

Presentation Item - No Action Required

**ATTACHMENT:**

Upcoming Service Changes Presentation

## Upcoming Service changes



## Overview

2

- **Major service changes in East Volusia County**
  - Sunday service changes (Daytona Beach area)
  - Rts. 3, 4 and 11 and minor adjustments to other connecting routes (Daytona Beach area)
- **Major service changes in West Volusia County**
  - Rt. 33 (Deltona)
- **Minor service changes**
  - Rt. 70 (Beachside Fixed Route - Nightservice)



## Sunday Service

3

Operates eastside (Daytona area) only 7am-7pm

Will transition to VoRide for most of the service  
With 3 major fixed route lines for connection



## Rts. 3, 4 and 11

4

Rts. 3, 4 & 11 and connecting route changes (Eastside – Daytona area)

Frequency changes from every 30 mins to 60 mins



## Route 33 Deltona

5

Route 33 – lowest ridership route

Existing VoRide service will cover the Route 33 area

Route 33 will end by the end of the year



## Service change process

6

- Public outreach
  - Press releases
  - Public meetings
  - Comment cards on buses and on website
  - In person on buses
  - In person outreach at transfer locations
- Title VI Analysis
- Final Council Approval (June 16)



Questions?  
Thank you!



**STAFF COMMENTS 5**

- A. Stakeholder Discussions for the TDP and TDSP (TODAY after the TDLCB meeting)

**INFORMATION ITEMS 6**

- A. Grievance Committee Meeting Summary – April 8, 2026
- B. TDLCB Attendance Record
- C. TDLCB Interest Form
- D. TDLCB Meeting Summary – April 8, 2026
- E. TDLCB Membership List
- F. TPO Board Meeting Summaries
- G. TPO Outreach & Activities
- H. TPO Planning Grant Quarterly Progress Report
- I. TPO Upcoming Events

**Contact: Melanie Pruneau, [MPruneau@vftpo.org](mailto:MPruneau@vftpo.org)**

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**SUMMARY BACKGROUND:**

These items are provided for information purposes.

**RECOMMENDED ACTION:**

Presentation Item - No Action Required

**ATTACHMENTS:**

- Grievance Committee Meeting Summary – April 8, 2026
- TDLCB Attendance Record
- TDLCB Interest Form
- TDLCB Meeting Summary – April 8, 2026
- TDLCB Membership List
- TPO Board Meeting Summaries
- TPO Outreach & Activities
- TPO Planning Grant Quarterly Progress Report
- TPO Upcoming Events

**TDLCB MEMBER COMMENTS 7**

**TDLCB CHAIRPERSON COMMENTS 8**

**ADJOURNMENT 9**

**\*The next TDLCB meeting will be on October 14, 2026\***



**GRIEVANCE COMMITTEE (GC)  
MEETING SUMMARY  
APRIL 8, 2026**

- Approved a motion to allow remote participation.
- Approved the April 9, 2025 Grievance Committee Meeting Minutes.
- Reviewed and recommended approval of the 2026 TDLCB Grievance Procedures.
- Heard the grievance filed by Rebecca Rutland and Robert C. Brown on behalf of Randy Rutland-Brown. Mr. Rutland-Brown submitted an application to recertify for VoAccess transportation disadvantaged (TD) services on February 28, 2026. VoAccess determined Mr. Rutland-Brown was ineligible based on the application packet lacking documented total household income before taxes, and the availability of other means of transportation (a personal vehicle and driver in the household). Mr. Rutland-Brown and his representatives were given opportunities to present their positions regarding eligibility for TD services. The issue was whether Mr. Rutland-Brown was eligible to continue receiving TD services based on current eligibility requirements and information submitted in the VoAccess application packet. After receiving presentations from all parties involved, the Grievance Committee deliberated and approved a motion that Mr. Rutland-Brown was ineligible to receive TD services based on VoAccess's eligibility requirements. The Grievance Committee noted Mr. Rutland-Brown has the right to appeal their decision to the Transportation Disadvantaged Local Coordinating Board (TDLCB) at the next regularly scheduled meeting on July 8, 2026.

# TDLCB ATTENDANCE 2026

## LEGEND:

IN PERSON	P	VIRTUAL	V
EXCUSED	E	ABSENT	A

Name	Representing	Appt. Date	Jan	Apr	July	Oct	Notes
Council Vice Chair Matt Reinhart	Volusia County	01/2023	P	E			Chair
Carmen Hall	Association of Community Action	12/2020	E	P			
Donna Carter	Association of Community Action - Alt	05/2026					
Doug Hall	Elderly Citizens	11/2021	P	P			
Vacant	Elderly Citizens - Alt						
Carlos Colon	FDOT	07/2022		P			
Jamie Ledgerwood	FDOT - Alt	07/2022	P				
Christy Gillis	Dept of Children & Families (DCF)	10/2021	V	A			
John Wisker	DCF - Alt	2/2025	A	A			
Jennifer Fowler	Public Education Community	03/2024	A	A			
Vacant	Public Education Community - Alt						
Susan Pauley	Vocational Rehab Svcs	02/2020	A	A			
Jessica Walker	Vocational Rehab Svcs - Alt	09/2024	A	A			
Heather Haroldson	Elder Affairs	06/2025	E	E			
Vacant	Elder Affairs - Alt						
Scott Olson	Veterans Services	01/2025	P	P			
Juan Flores	Veterans Services - Alt	08/2025					
Steve Jack	Private-for-Profit	01/2020	A	A			
Vacant	Private-for-Profit - Alt						
Emilio Santiago	Healthcare Administration	06/2022	V	P			
Cartier Murrill	Healthcare Administration - Alt	07/2024					
Stephen Civitelli	Medical Community	08/2022					
Benjamin Juengst	Medical Community - Alt	10/2023	P	P			
Robin King	Work Force Development Board	01/2022	A	A			
Kathy Spencer	Work Force Development Board - Alt	01/2022	A	A			
Mary Tyson	Disabled Citizens	06/2021	P	P			VC
Judy Craig	Disabled Citizens - Alt	01/2020					
Stephen Williamson	Citizens Advocate - System User	01/2026		P			
Patricia Lipovsky	Citizens Advocate - System User - Alt	12/2021	P	A			
John Harden	Citizens Advocate	01/2026		P			
Vacant	Citizens Advocate - Alt						
Dee Wilson	Early Childcare	01/2025	P	P			
DJ Lebo	Early Childcare - Alt	02/2020	A	A			
Casey Polmueller	Agency for Persons with Disabilities	06/2026					
Diana Garcia	Agency for Persons with Disabilities - Alt	08/2024	A	A			
<b>QUORUM:</b>			Y	Y			

## VACANCIES:

- Public Education Community Alternate
- Citizens Advocate Alternate
- Elder Affairs Alternate
- Private-for-Profit Alternate
- Elderly Citizens Alternate
- Association of Community Action Alternate

# INTEREST FORM

to serve on the

## **VOLUSIA-FLAGLER TPO**

### TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

\_\_\_\_\_

Vacancy Interested in Representing: \_\_\_\_\_

Please provide a brief description of why you want to join the Local Coordinating Board and how your skills and experience will help you represent the part of the community not currently represented due to a vacancy:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Thank you for your interest.

Please return form to:  
Melanie Pruneau  
Volusia-Flagler TPO  
1540 Cornerstone Blvd., Suite 240  
Daytona Beach, FL 32117  
or email: [mpruneau@vftpo.org](mailto:mpruneau@vftpo.org)



**TRANSPORTATION DISADVANTAGED LOCAL COORDINATING BOARD (TDLCB)  
MEETING SUMMARY  
APRIL 8, 2026**

- Approved a motion allowing members attending remotely to participate and vote
- Approved the January 14, 2026 TDLCB meeting minutes
- Approved the January 14, 2026 TD Public Hearing minutes
- Reviewed and approved the VoAccess monthly paratransit reports
- Reviewed and approved the 2026 TDLCB Grievance Procedures
- Received a presentation and discussion of the VoTran On Demand mobile application
- Received staff comments regarding TDLCB member list updates and welcoming new members Mr. Harden, Mr. Williamson, Ms. Milroy, and Mr. Cardona
- Received TDLCB member comments

**THE NEXT TDLCB MEETING WILL BE ON  
WEDNESDAY, JULY 8, 2026 @ 10:00 AM**

## TDLCB MEMBER LIST - July 2026

Agency/Group	Name	Address	City	Zip Code	Phone Number	E-Mail Address	Notes/Appointment Date
<b>Volusia County</b>	Council Member Matt Reinhart	123 W. Indiana Ave	DeLand	32720	386-943-7026 386-506-2961	mreinhart@volusia.org	Chairperson 01/2023
<b>Association of Community Action</b>	Carmen Hall	121 W. Rich Avenue	DeLand	32724	386-736-5955	chall@volusia.org	12/2020
<b>Elderly Citizens</b>	Doug Hall	1405 Edgewater Rd	Daytona Beach	32114	386-255-0377 386-852-1285 (cell)	dhall318@cfl.rr.com	12/2021
<b>FDOT</b>	Carlos Colon	719 S Woodland Blvd	DeLand	32720	386-943-5046	carlos.colon@dot.state.fl.us	07/2022
<b>Florida Department of Children &amp; Families</b>	Christy Gillis	210 N. Palmetto Ave Ste 430	Daytona Beach	32114	386-481-9182 386-214-8646 (cell)	christina.gillis@myflfamilies.com	10/2021
<b>Public Education Community</b>	Jennifer Fowler	803 S Woodland Blvd	DeLand	32720	386-736-1325	jfowler@mfc.us.com	02/2024
<b>Florida Dpt of Edu (Voc Rehab)</b>	Susan Pauly	210 N. Palmetto St Ste 144	Daytona Beach	32114	386-281-6765	susan.pauly@vr.fldoe.org	08/2024
<b>Elder Affairs</b>	Heather Haroldson	420 Fentress Blvd	Daytona Beach	32114	386-898-4129	hharoldson@coavolusia.org	07/2025
<b>Veteran Services Group</b>	Scott Olson	110 W Rich Ave	DeLand	32720	386-451-8488	solson@volusia.org	01/2025
<b>Private for Profit Healthcare Administration</b>	Steve Jack	P.O. Box 730206	Ormond Beach	32173	386-255-8525	medoneshuttle@bellsouth.net	01/2020
	Emilio Santiago	400 W. Robinson St Ste S309	Orlando	32801	407-420-2563	emilio.santiago@ahca.myflorida.com	06/2022
<b>Medical Community Workforce Development Board</b>	Stephen Civitelli	1845 Holsonback Dr	Daytona Beach	32117	386-274-0799 386-274-0817	stephen.civitelli@flhealth.gov	07/2022
	Robin King	329 Bill France Blvd	Daytona Beach	32114	386-323-7074	robinking@careersourcefv.com	01/2022
<b>Disabled Citizens Citizens Advocate - Systems User</b>	Mary Tyson	291 Eddie Ave	Holly Hill	32117	386-212-9496	maryt291@icloud.com	06/2021 Vice Chairperson
	Stephen Williamson	723 Boston Ave	South Daytona	32119	386-265-2519	ironman59@cfl.rr.com	01/2026
<b>Citizens Advocate Council for Early Childhood Services Agency for Persons with Disabilities</b>	John Harden	145 N. Halifax Ave, Unit 605	Daytona Beach	32118	386-846-1325	jharden115@gmail.com	01/2026
	Deanna "Dee" Wilson	125 N. Ridgewood Dr	Daytona Beach	32114	386-200-8844	ddempsey@esnecfl.org	01/2025
	Casey Polmueller	210 N Palmetto Ave	Daytona Beach	32114	386-226-7895	casey.polmueller@apdcare.org	06/2026
<b>TDLCB Alternates</b>							
<b>Association of Community Action</b>	Donna Carter	110 W Rich Ave	DeLand	32720	386-736-5955	dcarter@volusia.org	05/2026
<b>Elderly Citizens</b>	Vacant						
<b>FDOT</b>	Jamie Ledgerwood	719 S Woodland Blvd	DeLand	32720	386-943-5195	jamie.ledgerwood@dot.state.fl.us	07/2022
<b>Florida Department of Children &amp; Families</b>	John Wisker	210 N Palmetto Ave	Daytona Beach	32114	386-481-9182	john.wisker@myflfamilies.com	2/26/2025
<b>Public Education Community</b>	Vacant						
<b>Florida Dpt of Edu (Voc Rehab)</b>	Jessica Walker	2050 Art Museum Dr. Suite 205	Jacksonville	32207	904-486-7137	jessica.walker@vr.fldoe.org	08/2024

Agency/Group	Name	Address	City	Zip Code	Phone Number	E-Mail Address	Notes/Appointment Date
<b>Elder Affairs veteran Services Group</b>	Vacant Juan Flores						
		110 W Rich Ave	DeLand	32720	386-451-8488	jflores@volusia.org	8/2025
<b>Private for Profit Healthcare Administration</b>	Vacant Cartier Murrill						
					407-420-2560	cartier.murrill@ahca.myflorida.com	7/2024
<b>Medical Community Workforce Development Board</b>	Benjamin Juengst Kathy Spencer	1845 Holsonback Dr Bin 126 Room 2005A	Daytona Beach	32117	386-274-0703 386- 481-8171 (cell)	benjamin.juengst@flhealth.gov	10/2023
		329 Bill France Blvd	Daytona Beach	32114	386-323-7074	kathyspencer@careersourcefv.com	01/2022
<b>Disabled Citizens Citizens Advocate - Systems User</b>	Judy Craig Patricia Lipovsky	1835 Anchor Ave	DeLand	32720	386-738-5781	judyleslicraig@aol.com	01/2020
		1129 Bradenton Rd	Daytona Beach	32114	386-255-0288	plipovsky@cfl.rr.com	12/2021
<b>Citizens Advocate Council for Early Childhood Services Agency for Persons with Disabilities</b>	Vacant DJ Lebo Diana Garcia						
		135 Executive Circle Ste 100	Daytona Beach	32114	386-323-2400 x196 386-801-9015 (cell)	djlebo@elcfv.org	02/2020
		201 North Palmetto Ave, Suite 312	Daytona Beach	32114	386-947-4022	diana.garcia@apdcares.org	08/2024
<b>TDLCB STAFF SUPPORT</b>							
<b>Volusia County - Transit Services Division</b>	Ralf Heseler	950 Big Tree Rd	South Daytona	32119	386-257-6000 x 18805	rheseler@volusia.org	
<b>Volusia County - Transit Services Division- Alternate</b>	Siva Persad	950 Big Tree Rd	South Daytona	32119	386-257-6000 x 18806	spersad@volusia.org	
<b>Volusia County - Department of Emergency Services</b>	Kevin Captain	950 Big Tree Rd	South Daytona	32119	386-748-3865	kcaptain@volusia.org	
<b>Volusia County - Operations Contractor Representative</b>	Frasmo Cardona	950 Big Tree Rd	South Daytona	32119	386-214-0338	frasmocardona@ratpdev.com	11/2025
<b>Volusia County - Operations Contractor Representative Alt</b>	Angela Milroy	950 Big Tree Rd	South Daytona	32119	386-214-7966	angela.milroy@ratpdev.com	11/2025
<b>Volusia-Flagler TPO</b>	Stephan Harris	1540 Cornerstone Blvd	Daytona Beach	32117	386-271-0249 x 2	sharris@vftpo.org	
<b>Volusia-Flagler TPO</b>	Pamela Blankenship	1540 Cornerstone Blvd	Daytona Beach	32117	386-271-0249 x 1	pblankenship@vftpo.org	
<b>Volusia-Flagler TPO</b>	Melanie Pruneau	1540 Cornerstone Blvd	Daytona Beach	32117	386-271-0249 x 5	mpruneau@vftpo.org	



## VOLUSIA-FLAGLER TPO BOARD MEETING SUMMARY APRIL 22, 2026

- Approved a motion to allow remote participation
- Approved the Consent Agenda, including the March 25, 2026 TPO Board meeting minutes and an amendment to the FY 2025/26 TPO budget
- Reviewed and approved Resolution 2026-05 amending the 2025/26 to 2029/30 Transportation Improvement Program (TIP) by roll call vote
- Reviewed and approved Resolution 2026-06 adopting the FY 2026/27 and FY 2027/28 Unified Planning Work Program and authorizing the execution of the FDOT/Metropolitan Planning Organization Agreement by roll call vote
- Reviewed and approved Resolution 2026-07 supporting the Florida Department of Transportation (FDOT) as a Designated Recipient of Federal Transit Administration (FTA) formula-based funds (Section 5310) for the Deltona Urbanized Area and requested staff provide additional information on the Section 5310 Program, including types of eligible projects and previous funding received
- Reviewed and approved Resolution 2026-08 adopting the TPO Travel Reimbursement Rates
- Received a presentation and discussion of the draft FY 2026/27 TPO Operating Budget and requested information on use of the \$50,000 allocated to additional contingency for re-organization/staffing/merit in prior budgets
- Received the FDOT report; viewed a video as a reminder of Work Zone Awareness Week from April 20-24<sup>th</sup>, an announcement of the Central Florida Safety Summit on May 8<sup>th</sup> in St. Cloud, and a notice that FDOT's tentative Work Program for FY 2028 to FY 2032 is beginning and statewide program planning workshops are scheduled for April through July
- Received the Executive Director's report, including a comment that the development of the FY 2027/28 to FY 2030/31 Transportation Improvement Program (TIP) has started and will be presented in May with adoption in June, an update on the Call for Projects reviewing and scoring, and an update that the TPO Interlocal Agreement will be submitted to the cities and counties shortly for their execution
- Received TPO Board member comments including an invitation to participate in Celebrate Trails Day in Palm Coast on Saturday, April 25<sup>th</sup>; and appreciation from Commissioner Snow regarding the sympathy received for the loss of Vice Mayor Johnson and her formal introduction to the Board

***The next Volusia-Flagler TPO Board meeting will be on  
Wednesday, May 27, 2026 at 9:00 a.m.***



## VOLUSIA-FLAGLER TPO BOARD MEETING SUMMARY MAY 27, 2026

- Approved a motion to allow remote participation
- Approved the Consent Agenda, including Resolution 2026-09 authorizing the filing and execution of the FY 2026/27 Transportation Disadvantaged (TD) Planning Grant Agreement with the Florida Commission for the Transportation Disadvantaged and rescheduling the November 25, 2026 TPO Board meeting to November 18, 2026
- Reviewed and approved the FY 2026/27 Volusia-Flagler Slate of TPO Officers for FY 2026/27 as follows: Councilman Eric Sander of South Daytona as Chairperson, Council Member Danny Robins of Volusia County as 1<sup>st</sup> Vice Chairperson/Treasurer, and Vice Mayor Charlotte Gillis of Edgewater as 2<sup>nd</sup> Vice Chairperson/Secretary
- Reviewed and approved the FY 2026/27 Volusia-Flagler TPO Budget
- Reviewed and approved the Executive Director's performance evaluation and salary adjustment
- Received a presentation and discussion of the draft 2026 List of Prioritized Projects (LOPP)
- Received a presentation and discussion of the draft FY 2026/27 to FY 2030/31 Transportation Improvement Program (TIP)
- Received a presentation and discussion of the Federal Transit Administration Section 5310 Program Funding
- Received the FDOT report; an announcement of upcoming projects; and a reminder that May is Youth Traffic Safety Month
- Received the Executive Director's report, including a highlight of the BUILD America 250 Act and recognition that Mr. Harris is celebrating his 20 year anniversary with the TPO this month
- Received TPO Board member comments
- Received Chairperson comments including notice that the June Executive Committee meeting is cancelled due to a lack of business items and appreciation for being elected Chairperson for FY 2026/27

***The next Volusia-Flagler TPO Board meeting will be on  
Wednesday, June 24, 2026 at 9:00 a.m.***



## VOLUSIA-FLAGLER TPO BOARD MEETING SUMMARY JUNE 24, 2026

- Approved a motion to allow remote participation
- Approved the Consent Agenda, including the May 27, 2026 TPO Board meeting minutes, an expenditure for Volusia County's major update of the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP), a five-year contract extension with the TPO's audit firm, a letter of support for FDOT's application to the Nationally Significant Multimodal Freight & Highway Project (INFRA) Grant Program, an appointment to the Transportation Disadvantaged Local Coordinating Board, and the cancellation of the July committee and Board meetings
- Reviewed and approved Resolution 2026-10 adopting the FY 2026/27 to FY 2030/31 Transportation Improvement Program (TIP) by roll call vote
- Reviewed and approved Resolution 2026-11 adopting the Volusia-Flagler TPO 2026 List of Prioritized Projects (LOPP)
- Received a presentation and discussion of service changes to VoTran and VoRide
- Received the FDOT report; an introduction to Mr. Koppernolle as Volusia-Flagler TPO's new FDOT Liaison, shared upcoming projects, announced the completion of the Kepler Road 2-lane roundabout in DeLand, and shared a video regarding FDOT's role in hurricane emergency response efforts
- Received the Executive Director's report discussing the 2026 Dangerous by Design Report, the I-4 truck parking groundbreaking on June 18<sup>th</sup>, and thanking Chair Sander for his help at recent TPO bicycle helmet fitting events
- Received Chairperson comments encouraging members to attend TPO bicycle helmet fitting events, wishing everyone a safe and celebratory Independence Day, and a reminder that the July TPO Board meeting has been cancelled

***The next Volusia-Flagler TPO Board meeting will be on  
Wednesday, August 26, 2026 at 9:00 a.m.***

MAY 2026

WWW.VFTPO.ORG

## NEW SMYRNA BEACH LIBRARY OUTREACH

On May 9<sup>th</sup>, the TPO joined families and the TPO Chair/South Daytona Councilman Eric Sander to teach kids and adults about bicycle safety and then fit them for new bicycle helmets. The group enjoyed learning about ways to stay safe on their bicycles, the laws they must follow, and the proper way to fit helmets.



## MOTORCYCLE SAFETY AWARENESS MONTH

On May 5<sup>th</sup>, TPO staff members, Melanie Pruneau and Pamela Blankenship assisted the Florida Motorcycle Safety Coalition in placing motorcycle awareness signs in areas where crashes involving motorcycles have occurred. Signs were placed by the TPO at locations in Port Orange and by other volunteers throughout the state of Florida.

**FACT:** In 2025, Florida recorded 581 motorcyclist fatalities, representing 20% of all traffic fatalities in the state. Unfortunately, Florida ranks #1 in the nation for motorcyclist fatalities.





### Impact Teen Drivers Train the Trainers

Car crashes are the number one killer of young people in America, and most of these crashes are 100% preventable based on the choices made inside the car. Impact Teen Drivers' evidence-based programs outline the dangers of reckless and distracted driving and the importance of good decision making behind the wheel. The programs are designed to meaningfully change attitudes and behaviors on the road, for drivers and passengers. On May 13<sup>th</sup>, the TPO's Community Outreach Coordinator participated in Impact Teen Drivers' *Train the Trainers* held at the Daytona Beach International Airport. This training enables attendees to facilitate the programs, one of which is titled *What Do You Consider Lethal?* This program is both interactive and research-driven, and challenges teens to think critically about risk, responsibility, and the power of their choices behind the wheel and beyond. For more information on this program and others, go to [www.impactteendrivers.org](http://www.impactteendrivers.org).



### Ongoing Activities

- Best Foot Forward for Pedestrian Safety Program Implementation in Flagler County
- Traffic Operations/Safety and Bicycle/Pedestrian Feasibility Studies Implementation
- Vision Zero Action Plan Implementation
- List of Priority Projects (LOPP) Public Review
- FY 2026/27 to 2030/31 Transportation Improvement Program (TIP) Public Review
- Volusia-Flagler TPO Website Update
- Public Participation Plan (PPP) Update
- TPO Apportionment Agreement Distribution for Execution by Cities/Counties
- Major Update of the Transit Development Plan (TDP) and Transportation Disadvantaged Service Plan (TDSP)
- Title VI Plan Update

### Upcoming Events

#### June 6 - Trails Day at DeBary Hall Helmet Fitting

9:00 am - 12:00 pm

DeBary Hall, 198 Sunrise Blvd, DeBary

#### June 13 - Summer Resource Fair

11:00 am - 2:00 pm

The Salvation Army, 1555 LPGA Blvd, Daytona Beach

#### June 18 - DeBary Library Helmet Fitting

2:00 pm - 3:30 pm

DeBary Public Library, 200 N Charles Richard Beall Blvd, DeBary

#### July 31 - Deltona Summer Bash Helmet Fitting

1:00 pm - 3:00 pm

Deltona Regional Library, 2150 Eustace Ave, Deltona

**Planning Grant Agreement Tasks  
Quarterly Progress Report**



<b>Planning Agency</b>	<b>Volusia-Flagler TPO</b>	<b>County</b>	Volusia
		<b>Invoice #</b>	G3D49 Q4
<b>Reporting Period</b>	04/01/2026 - 06/30/2026	<b>Grant #</b>	G3D49

<b>I</b>	<b>PROGRAM MANAGEMENT</b>	<b>PROGRESS</b>
A.	When necessary and in cooperation with the LCB, <b>solicit and recommend a CTC</b> . The selection will be accomplished, to the maximum extent feasible, through public competitive bidding or proposals in accordance with applicable laws and rules. Such recommendation shall be presented to the Commission by Planning Agency staff or their designee as needed. (Tasks 2A)	No activity for the specified reporting period.
B.	Develop and maintain a process for the <b>appointment and reappointment of voting and non-voting members</b> to the local coordinating board. (41-2.012, FAC)	Appointment and reappointment of voting and non-voting members is conducted under the established Bylaws of the TDLCB.
C.	Prepare <b>agendas</b> for local coordinating board meetings consistent with the <i>Local Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	Agenda preparation and dissemination for the TDLCB meetings is consistent with Local Coordinating Board and Planning Agency Operating Guidelines.
D.	Prepare official <b>minutes</b> of local coordinating board meetings regardless of a quorum) and submit a copy along with the quarterly report to the Commission. For committee meetings, prepare minutes in the form of a brief summary of basic points, discussions, decisions, and recommendations to the full board. Keep records of all meetings for at least five years. (Task 3)	Official minutes are prepared and records of all meetings are maintained for no less than five years in accordance with established Bylaws of the TDLCB. Minutes of the April 8, 2026 TDLCB Meeting are attached.
E.	Provide at least one <b>public workshop</b> annually by each local coordinating board, and assist the Commission, as requested, in co-sponsoring public workshops. This public workshop must be in addition to the local coordinating board meetings. It may, however, be held in conjunction with the scheduled local coordinating board meeting (immediately following or prior to the local coordinating board meeting). (Task 4)	No activity for the specified reporting period.
F.	Provide staff support for <b>committees</b> of the local coordinating board. (Task 3)	Staff support is provided for both the Quality Assurance and Grievance Committees.
G.	Develop and update annually <b>by-laws</b> for local coordinating board approval. Approved by-laws shall be submitted to the Commission. (Task 5)	No activity for the specified reporting period.
H.	Develop, annually update, and implement local coordinating board <b>grievance procedures</b> in accordance with the Commission guidelines. Procedures shall include a step within the local complaint and/or grievance procedure that advises a dissatisfied person about the Commission's Ombudsman Program. A copy of the approved procedures shall be submitted to the Commission. (Task 6)	The 2026 Grievance Procedures were approved at the April 8, 2026 TDLCB Meeting and are attached.
I.	Provide the Commission with a current <b>membership roster and mailing list</b> of local coordinating board members. The membership roster shall be submitted with the first quarterly report and when there is a change in membership. (Task 3)	The current TDLCB membership roster and mailing list are attached.

J.	Provide <b>public notice</b> of local coordinating board meetings and local public workshops in accordance with the <i>Coordinating Board and Planning Agency Operating Guidelines</i> . (Task 3)	Public notice of the April 8, 2026 TDLCB Meeting is attached.
K.	Review and comment on the <b>Annual Operating Report</b> for submittal to the local coordinating board, and forward comments/concerns to the Commission for the Transportation Disadvantaged. (Task 7)	No activity for the specified reporting period.
L.	Report the <b>actual expenditures</b> (AER) of direct federal and local government transportation funds to the Commission for the Transportation Disadvantaged no later than September 15th. (Task 8)	No activity for the specified reporting period.

II.	SERVICE DEVELOPMENT	PROGRESS
A.	Jointly, with the community transportation coordinator and the local coordinating board, develop the <b>Transportation Disadvantaged Service Plan (TDSP)</b> following CTD guidelines. (Task 1)	No activity for the specified reporting period.
B.	Encourage integration of “transportation disadvantaged” issues into <b>local and regional comprehensive plans</b> . Ensure activities of the local coordinating board and community transportation coordinator are consistent with local and state comprehensive planning activities including the Florida Transportation Plan. (427.015, FS)	The TDLCB actively seeks opportunities to integrate "transportation disadvantaged" issues into local and regional comprehensive plans.
C.	Encourage the local community transportation coordinator to work cooperatively with <b>regional workforce boards</b> established in Chapter 445, F.S., and provide assistance in the development of innovative transportation services for participants in the welfare transition program. (427.0157, FS)	The local workforce development board (d.b.a. – CareerSource Flagler Volusia) has both a member and alternate assigned to the TDLCB. Clients of CareerSource are educated on the services provided by VoAccess.

III.	TECHNICAL ASSISTANCE, TRAINING, AND EVALUATION	PROGRESS
A.	Provide the LCB with <b>quarterly reports</b> of local TD program administrative support accomplishments as outlined in the grant agreement and any other activities related to the TD program. (Task 9)	The FY 2025/26 third quarterly report was provided to the TDLCB at their April 8, 2026 Meeting.
B.	Attend at least one <b>Commission-sponsored training</b> , including but not limited to, the CTD’s regional meetings, the CTD’s annual training workshop, or other sponsored training. (Task 10)	No activity for the specified reporting period.
C.	Attend at least one <b>CTD meeting</b> each year within budget/staff/schedule availability.	No activity for the specified reporting period.
D.	Notify CTD staff of local <b>TD concerns</b> that may require special investigations.	No activity for the specified reporting period.
E.	Provide <b>training</b> for newly-appointed LCB members. (Task 3)	No activity for the specified reporting period.
F.	Provide <b>assistance</b> to the CTC, purchasing agencies, and others, as needed, which may include participation in, and initiating when necessary, local or regional meetings to discuss TD needs, service evaluation and opportunities for service improvement.	No activity for the specified reporting period.
G.	To the extent feasible, collect and review <b>proposed funding applications</b> involving “TD” funds consistent with Chapter 427, F.S., and Rule 41-2, F.A.C., and provide recommendations to the LCB. (427.0157, FS)	No activity for the specified reporting period.
H.	Ensure the local coordinating board conducts, as a minimum, <b>an annual evaluation</b> of the community transportation coordinator. The local coordinating board shall evaluate the coordinator using the Commission’s <i>Evaluation Workbook for Community Transportation Coordinators and Providers in Florida</i> (at a minimum using the modules	No activity for the specified reporting period.

	concerning Competition In Use of Operators, Cost-Effectiveness and Efficiency, and Availability of Service) and local standards as defined in the Transportation Disadvantaged Service Plan. (Task 2B)	
I.	Assist the CTD in <b>joint reviews</b> of the CTC.	No activity for the specified reporting period.
J.	Ensure the LCB annually reviews <b>coordination contracts</b> to advise the CTC whether the continuation of said contract provides the most cost effective and efficient transportation available, consistent with Rule 41-2, F.A.C.	No activity for the specified reporting period.
K.	Implement recommendations identified in the CTD's <b>QAPE</b> reviews.	No activity for the specified reporting period.

**Other Items of Development and Update in accordance with Laws, Rules, and Commission policy:**

none

By submission of this Quarterly Report, the information provided is accurate and accountable and corresponds with the activities for this quarter.

\_\_\_\_\_  
Representative

07/08/2026

Date

DRAFT



# Upcoming Events

June-July 2026

## June 4

### **Volusia County Community Traffic Safety Team (CTST) Meeting**

9:00 am – 10:30 am

Volusia County Public Works Northeast Services Facility

3771 W International Speedway Blvd, Daytona Beach

More info: [Click Here](#)

## June 4

### **Central Florida MPO Alliance (CFMPOA) Meeting**

10:00 am – 12:00 noon

MetroPlan Orlando

250 S. Orange Avenue, Suite 200, Orlando

More info: [Click Here](#)

## June 6

### **National Trails Day Celebration**

9:00 am – 12:00 pm

DeBary Hall

198 Sunrise Blvd, DeBary

More info: [Click Here](#)

Note: The TPO will host a table and be fitting helmets as well as sharing bicycle, pedestrian, and trail safety info

## June 9

### **Flagler County Community Traffic Safety Team (CTST) Meeting**

9:00 am – 10:00 am

Flagler Gov't Services Bldg. #2

1769 E. Moody Blvd. 3rd Floor, Community Conference Room, Bunnell

More info: [Click Here](#)

## June 10

### **TPO Bicycle/Pedestrian Advisory Committee (BPAC) Meeting**

2:00 pm

TPO Conference Room

1540 Cornerstone Blvd., Suite 240, Daytona Beach

More info: [Click Here](#)

## June 10

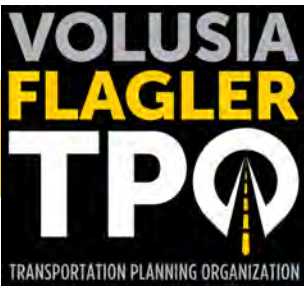
### **Central Florida Commuter Rail Commission Technical Advisory Committee (TAC) Meeting**

1:30 pm – 3:00 pm

LYNX Open Space - 2nd Floor

455 North Garland Ave, Orlando

More info: [Click Here](#)



# Upcoming Events

June-July 2026

## June 13

### Early Learning Coalition of Flagler & Volusia Summer Resource Fair

11:00 am – 2:00 pm

The Salvation Army

1555 LPGA Blvd, Daytona Beach

More info: [Click Here](#)

Note: The TPO will host a table and share bicycle, pedestrian, and driver safety info

## June 16

### TPO Citizens Advisory Committee (CAC) Meeting

1:15 pm

TPO Conference Room

1540 Cornerstone Blvd., Suite 240, Daytona Beach

More info: [Click Here](#)

## June 16

### TPO Technical Coordinating Committee (TCC) Meeting

3:00 pm

TPO Conference Room

1540 Cornerstone Blvd., Suite 240, Daytona Beach

More info: [Click Here](#)

## June 18

### DeBary Library Helmet Fitting & Bicycle Safety Presentation

2:00 pm – 4:00 pm

DeBary Public Library

200 N Charles Richard Beall Blvd, DeBary

More info: [Click Here](#)

Note: The TPO will be giving a presentation on bicycle safety and fitting children for bicycle helmets

## June 24

### Volusia-Flagler TPO Board Meeting

9:00 am

TPO Conference Room

1540 Cornerstone Blvd., Suite 240, Daytona Beach

More info: [Click Here](#)

## June 25

### Best Foot Forward Steering Committee Meeting - Volusia County

9:00 am – 10:00 am

Virtual Meeting

More info: [Click Here](#)



# Upcoming Events

June-July 2026

## June 25

### Central Florida Commuter Rail Commission Board Meeting

1:30 pm – 3:00 pm

Lynx Administrative Building

455 North Garland Ave, Orlando

More info: [Click Here](#)

## June 30

### Best Foot Forward Steering Committee Meeting - Flagler County

9:00 am – 10:00 am

Virtual Meeting

More info: [Click Here](#)

## July 2

### Volusia County Community Traffic Safety Team (CTST) Meeting

9:00 am – 10:30 am

Volusia County Public Works Northeast Services Facility

3771 W International Speedway Blvd, Daytona Beach

More info: [Click Here](#)

## July 8

### TPO Quality Assurance Committee (QAC) Meeting

9:30 am – 10:00 am

VoTran Conference Room

950 Big Tree Rd, South Daytona

More info: [Click Here](#)

## July 8

### TPO Transportation Disadvantaged Local Coordinating Board (TDLCB) Meeting

10:00 am

VoTran Conference Room

950 Big Tree Rd, South Daytona

More info: [Click Here](#)

## July 8

### Central Florida Commuter Rail Commission Technical Advisory Committee (TAC) Meeting

1:30 pm – 3:00 pm

Lynx Open Space - 2nd Floor

455 North Garland Ave, Orlando

More info: [Click Here](#)



# Upcoming Events

June-July 2026

## July 23

### Central Florida Commuter Rail Commission Board Meeting

1:30 pm – 3:00 pm

Lynx Administrative Building

455 North Garland Ave, Orlando

More info: [Click Here](#)

## July 30

### MPO Advisory Council (MPOAC) Meeting

8:30 am – 5:00 pm

The Florida Hotel and Conference Center,

1500 Sand Lake Rd, Orlando

More info: [Click Here](#)

## July 31

### Deltona Summer Carnival

1:00 pm – 3:00 pm

Deltona Regional Library

2150 Eustace Ave Deltona

More info: [Click Here](#)

Note: The TPO will be fitting bicycle helmets at this event