

Executive Committee Meeting Minutes
August 6, 2025
Volusia-Flagler TPO
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Members Physically Present:

Mayor Chris Cloudman
Vice Mayor Charlotte Gillis
Commissioner Richard Belhumeur
Councilman Eric Sander, Chairperson
Council Member Danny Robins, 2nd Vice Chairperson

Representing:

DeLand
Edgewater
Flagler Beach
South Daytona
Volusia County

Members Absent:

Council Member Reed Foley, 1st Vice Chairperson

Representing:

Port Orange

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Stephan Harris
Colleen Nicoulin
Kia Powell

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT

Others Virtually Present:

Omar Atallah
Rosemary Culhane
Greg Kern
Mariel Lemke

Representing:

VC Traffic Engineering
Innovo Partners
Innovo Partners
TPO Staff

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

The Volusia-Flagler Transportation Planning Organization (TPO) Executive Committee meeting was called to order at 9:00 a.m. by Chairperson Eric Sander. It was determined through roll call that a quorum was physically present. The meeting was held in a hybrid format with remote participation provided; five voting members were physically present.

MOTION: A motion was made by Council Member Robins to allow remote participation. The motion was seconded by Commissioner Belhumeur and carried unanimously.

2. Public Comment/Participation

There were no public comments.

3. Business Items

A. Review and Approval of an Expenditure for the Replacement of the TPO's IT Server (\$19,070.35)

Ms. Nicoulin explained the need for a new server for the TPO and the allowance of \$20,000 already in the budget. The server and installation come out to just under the allowance at \$19,070.35.

MOTION: A motion was made by Commissioner Belhumeur to approve the expenditure for the replacement of the TPO's IT server (\$19,070.35). The motion was seconded by Mayor Cloudman and carried unanimously.

Relatedly, Ms. Nicoulin mentioned that the audio-visual system installation is scheduled for the week of the 11th.

B. Discussion of Volusia-Flagler TPO Upcoming Projects/Activities

Ms. Nicoulin explained that with the new fiscal year, some projects have been closed out, including the SS4A grant, the VZAP, and next steps for its implementation are in the works. Prior to the 2050 LRTP approval in September, a presentation on the draft document will occur this month. Some comments were received from the cost-feasible plan tables, and on August 18, the Draft LRTP will be available for public comment. She added that no feasibility studies were conducted last year, but will begin again this fiscal year. At the September meetings, there will be a request for approval for the feasibility studies expenses.

Several updates were discussed, including starting the audit with James Moore, and updates to the TPO website, TPO Bylaws, and job descriptions for the staff vacancies. There will also be an update to the Transportation Impact Analysis (TIA) Guidelines.

Chairperson Sander inquired about the TPO's recent and upcoming community outreach; Ms. Blankenship discussed the Back to School Carnival in Deltona, where over 100 helmets were fitted, the Stop on Red event on Beach Street in Daytona Beach, Port Orange Family Days, White Cane Awareness Day, and Mobility Week. She mentioned that the TPO Transportation Talk Newsletter went out on August 5th with more specific dates included.

C. Review and Approval of the June 4, 2025 Executive Committee Meeting Minutes

MOTION: A motion was made by Council Member Robins to approve the June 4, 2025 Executive Committee minutes. The motion was seconded by Vice Mayor Gillis and carried unanimously.

D. Review and Approval of the Draft August 27, 2025 TPO Board Agenda

Ms. Nicoulin reviewed the draft TPO Board Agenda, mentioning the request to include an additional TIP amendment under the action items. She added that the CFMPOA will be discussing resolutions of support for the widening of the St. John's River Bridge that have been adopted by the TPOs.

MOTION: A motion was made by Vice Mayor Gillis to approve the draft August 27, 2025 TPO Board agenda with the addition of a 2nd TIP amendment. The motion was seconded by Council Member Robins and carried unanimously.

4. Staff Comments

Ms. Nicoulin gave an update regarding the setup of the TPO conference room; there has been a delay with the audio-visual system, and the installation is expected to start the week of the 11th. Due to the delay, the August BPAC meeting will take place at the Daytona Beach International Airport, and the location of the CAC/TCC meetings is to be determined, dependent upon the installation timeline. She added that Mr. Jim Stroz, FDOT Director of Planning and Development, is expected to attend the August TPO Board meeting, which will take place at the TPO office.

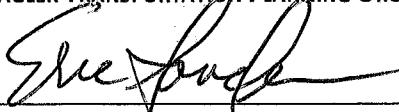
5. Executive Committee Member Comments

Chairperson Sander welcomed everyone back from the summer break and thanked them for coming.

6. Adjournment

The Executive Committee meeting adjourned at 9:29 a.m.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION



CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO

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 August 6, 2025 regular meeting of the Executive Committee approved and duly signed on this 3rd day of September 2025.

Melanie Pruneau
MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

*** A recording of the August 6, 2025 Executive Committee meeting is available upon request.*

