

**Citizens' Advisory Committee (CAC)
Meeting Minutes
August 15, 2023**

CAC Members Physically Present:

Shawn Collins
John MacFarlane
Kerry Karl
Janet Deyette
Ed Fendley
Greg Feldman, Vice Chairperson
Trevor Martin
Gilles Blais
Bob Storke
Fred Heyne
Mark Stancel
Wayne Josvai
Bobby Ball
Katheryn Meagher
Elizabeth Alicia Lendian
Dave Castagnacci, Chairperson
Edie Biro
Rakinya Hinson (non-voting advisor)

CAC Members Virtually Present:

David McKenna

CAC Members Absent:

Emily Nice (Excused)
Bliss Jamison
Rebecca Crews
Rick Basso
Susan Elliott
Paul Martel
Patricia Lipovsky
Faith Alkhatib (non-voting)
Sean Castello (non-voting)

Others Physically Present:

Pamela Blankenship, Recording Secretary
Colleen Nicoulin
Stephan Harris
Donna King
Maria Serrano-Acosta
Erika Shellenberger
Jason Learned
Emily Casey
Mike Vaudo

Others Virtually Present:

Jonathan Scarfe
Mark Trebitz
Helen Hutchens
Babuji Ambikapathy

Representing:

Daytona Beach
DeBary
DeLand
Deltona
Flagler Beach
Flagler County
Flagler County Transit
Holly Hill
Orange City
Ormond Beach
Palm Coast
Ponce Inlet
Port Orange
South Daytona
Volusia County At Large
Volusia County Chair
Votran (CTC)
FDOT

Representing:

New Smyrna Beach

Representing:

Daytona Beach Alternate
Edgewater
Edgewater Alternate
Lake Helen
Pierson
Ponce Inlet Alternate
Volusia County D-2
Flagler County Traffic Engineering
Volusia County Traffic Engineering

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
FDOT
FDOT
FDOT
Kimley-Horn

Representing:

FDOT
FDOT
Miami Corp
VHB

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

Citizens Advisory Committee (CAC) Chairperson Dave Castagnacci called the meeting of the River to Sea Transportation Planning Organization (TPO) Citizens Advisory Committee (CAC) to order at 1:15 p.m. The roll was called, and it was determined that a quorum was physically present. The meeting was held in a hybrid format with seventeen voting and one non-voting member physically present, and one voting member virtually present. Rulings from the Florida Attorney General require that the members physically present vote to allow virtual participation due to "extraordinary circumstances."

MOTION: *A motion was made by Ms. Biro to allow members attending virtually to participate and vote. The motion was seconded by Mr. Storke and carried unanimously.*

The Pledge of Allegiance was given.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the June 20, 2023 CAC Minutes

MOTION: *A motion was made by Mr. Storke to approve the June 20, 2023 CAC minutes. The motion was seconded by Mr. Feldman and carried unanimously.*

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

Ms. Nicoulin explained the annual roll forward amendment for TIP. She stated that some projects aren't added to the TIP until after the expected date, which causes an amendment to be needed for those latter submissions. The projects on the list were approved on June 28th and went into effect on July 1st. The roll forward amendment is a list of projects that didn't get approved in June, therefore they need to be rolled into the TIP.

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

C. Review and Recommend Approval of Resolution 2023-## Adopting the Volusia and Flagler County Functional Classification Maps

Ms. Nicoulin explained that this activity is conducted every ten years following the census. FDOT, with input from local governments, makes updates as appropriate to the county's functional classification maps. There was a presentation given at the May CAC meeting, which provided additional information from local governments that aided in updating the maps. A copy of the maps was provided in the agenda. She announced that FDOT is available for any questions regarding the maps.

Mr. Jason Learned, FDOT, explained that the process of updating the maps went smoothly and they were able to incorporate all the input from the cities and counties.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2023-## adopting the Volusia and Flagler County Functional Classification Maps. The motion was seconded by Ms. Deyette. The motion carried unanimously.*

D. Review and Recommend Approval to Amend the List of Shared-Use Non-Motorized (SUN) Trail Projects

Ms. Nicoulin discussed a letter the TPO received from the city of Edgewater. Edgewater is working with the Deering Park developer (development on the west side of I-95 just north of the SR 442 interchange) and looking at submitting an application later this year for SUN Trail funding. This year the SUN Trail open call will be from September through December. Senate Bill 106 was recently passed during the past Legislative session, which added \$200 million to the SUN Trail program and emphasizes connecting wildlife corridors.

She explained that SUN Trail has its own application cycle, and while the TPO has a Priority List for SUN Trail projects, it doesn't rank that list. In order for a project to be funded through SUN Trail, it must be on the TPO's Priority List. If a local government wants to submit an application during the SUN Trail open call in the fall and that project is not on the TPO's Priority List, it will not be accepted. The TPO plans to review its process due to other possible requests that may arise during this cycle.

MOTION: *A motion was made by Mr. Blais to recommend approval of amending the List of Shared-Use Non-Motorized (SUN) Trail Projects. The motion was seconded by Ms. Deyette and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of the Nova Road Coalition Corridor Improvement Project

Ms. Maria Seranno-Acosta, FDOT Project Manager in Planning and Environmental Studies, introduced Ms. Erica Shellenberger, the in-house consultant for the Nova Road Coalition Corridor Improvement Project. Ms. Shellenberger gave a PowerPoint presentation on the Nova Road project. She reviewed what a coalition is and their study of the Nova Road Corridor for safety improvements. Design and construction are already funded for this project. She discussed the project partners (both agency and community) and shared the project limits, focus area, issues, and goals. There were two alternatives as a result of the study; both alternatives repurpose one existing travel lane in each direction and replace the existing two-way left turn lane with a landscaped median. These enhancements provide improved pedestrian and bicycle facilities and are anticipated to slow vehicular traffic. A proposed pedestrian hybrid beacon (PHB) crossing is also included in both alternatives. The primary difference between the two alternatives is how the travel lanes have been repurposed. She explained the differences between the two alternatives. PVT and community input resulted in the recommended alternative one that will now move forward to be implemented during the design phase of the maintenance project, which begins this fall. The construction date for the maintenance project is set for early 2026.

Mr. Stancel asked if the left turn lane would be removed.

Ms. Shellenberger stated that the intersection geometry is not going to change.

Mr. Fendley stated that this is a fantastic project, and he thinks it will be a vast improvement with either alternative. He asked if alternative one was a shared two-way path on both sides that is eight feet wide for cyclists and pedestrians.

Ms. Shellenberger stated that it will not be labeled as a shared-use path; it is considered a wide sidewalk.

Mr. Fendley asked if cyclists were supposed to use the sidewalk.

Ms. Shellenberger stated that cyclists can use the sidewalk or the traffic lane.

Mr. Fendley asked if sharrows were considered by the design team for the right lane to accommodate the cyclists.

Ms. Shellenberger stated that in the coalition that was not decided but in the maintenance project during design they will use the latest standards to determine the best use of that lane.

Mr. Stancel asked if the project extended beyond the ½ mile.

Ms. Shellenberger stated that it will not extend beyond the ½ mile.

B. Presentation and Discussion of the FDOT Central Florida I-4 Truck Parking Facilities Application to the US DOT Infrastructure for Rebuilding America (Infra) Grant Program

Ms. Maria Seranno-Acosta, FDOT Project Manager in Planning and Environmental Studies, gave a PowerPoint presentation explaining the proposed I-4 truck parking facilities. She noted that there is a \$5.1 billion annual loss of revenue due to lack of truck parking when you consider wasted fuel, time lost, additional maintenance, and associated crashes. She explained the history of the need for truck parking and what the demand will be in the coming years as well as the selected locations for truck parking facilities along I-4. FDOT has a total of five proposed sites: one in Osceola County, one in Orange County, one in Seminole County, and two in Volusia County (on both sides of I-4). FDOT is currently going through the INFRA Grant application process for all the sites.

Ms. Seranno-Acosta added that they have attended the Daytona Truck Driving event for the last two years and completed both virtual and in-person surveys with the truck drivers regarding the amenities they would like to see. The truck drivers suggested the restrooms be in the middle of the site to make the distance shorter for those going inside. The sites will include additional trash cans, directional lighting, enhanced lighting for security, surveillance cameras, on-site security, perimeter sidewalks for exercise, EV charging stations, and a dog walk area.

Mr. Gilles asked if the cabs were self-contained because there was no mention of dump stations.

Ms. Serano-Acosta stated that she wasn't sure but would find out and get back to the CAC via email.

Discussion continued regarding the amenities, timeline, and funding.

Ms. Nicoulin explained that a letter of support for the INFRA Grant application was issued by the TPO Executive Committee because of the timing.

C. Presentation and Discussion of TPO Reapportionment Plan Scenarios

Ms. Nicoulin explained that every ten years there is a census conducted. From the time that FDOT releases the census, the TPO has one hundred and eighty (180) days to develop and submit an Apportionment Plan. She gave a PowerPoint presentation that included the Federal and State Statutes, the TPO's weighted voting structure, the geographic area the TPO covers, and how that relates to the boundary. She noted that the Apportionment Plan must be submitted by November 14, 2023. She also mentioned what needs to be included in the plan including population, urbanized areas, current and proposed memberships, the MPA boundary map, and a TPO Board resolution. Ms. Nicoulin gave detailed information and stated that the draft Apportionment Plan will be developed and presented in September.

Mr. Learned gave an update on the urban boundaries and stated they would come back in October with any changes to the urban boundaries. At that time, changes can start to be made based on input. FDOT has maps that show what FDOT recommends and he will email that to Ms. Nicoulin.

Mr. Feldman took over running the meeting as the Vice Chairperson, in the absence of Chairperson Castagnacci.

Discussion continued regarding the number of members and the voting structure and the TPO Board would like to maintain those who currently have votes on the board.

D. FDOT Report

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

E. Volusia and Flagler County Construction Reports

The Volusia County and Flagler County Construction Reports were provided in the agenda.

V. Staff Comments

There were no staff comments.

VI. CAC Member Comments

Mr. Fendley asked that FDOT give updates on four specific projects during future meetings: The Zipper bicycle safety system, FDOT's focus on safety efforts which emphasized "being proactive and bold on every project," the SR 100 project (#445219) and the SR A1A project (#448795), and FDOT's development of a context-sensitive road design protocol.

Mr. Learned stated that the functional classification is an administrative exercise that is required by Federal law.

Ms. Nicoulin noted that all the items couldn't be placed on one agenda but the TPO would balance the requests moving forward.

VII. Information Items

- CAC & TCC Attendance Records
- River to Sea TPO Outreach and Events
- Upcoming River to Sea TPO events
- TPO Board Report

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:40 p.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**MR. DAVE CASTAGNACCI, CHAIRPERSON
CITIZENS' ADVISORY COMMITTEE (CAC)**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of the minutes of the August 15, 2023 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 19th day of September 2023.



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

**** A recording of the August 15, 2023 CAC meeting is available upon request.**