

AUGUST 25, 2021 MEETING MINUTES
OF THE
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD
2570 W. International Speedway Boulevard, Suite 100
Daytona Beach, FL 32114-8145

TPO Board Members Physically Present:

Mayor Karen Chasez
Commissioner Chris Cloudman, 2nd Vice Chairperson
Commissioner Andy Dance
Commissioner Roy Johnson
Vice Mayor Bill Lindlau**
Council Member Jeff Allebach
Mayor Bill Partington
Mayor David Alfin
Councilman Eric Sander
Council Chair Jeff Brower
Council Vice Chair Billie Wheeler, Chairperson
Council Member Danny Robins

TPO Board Members Virtually Present:

Council Member Richard Bryan*
Commissioner Victor Ramos
Councilwoman Christine Power
Commissioner Rick Belhumeur*
Council Member David Israel*
Council Member Scott Stiltner
Council Member Barbara Girtman, 1st Vice Chairperson
Council Member Heather Post
Rakinya Hinson (non-voting advisor)
Dr. Jason Aufdenberg (non-voting)
Ms. Kerry Karl (non-voting)

TPO Board Members Absent

Commissioner Jeffrey Schuitema*
Vice Mayor John Rogers*
Commissioner Quanita May
Commissioner Rick Basso*
Commissioner Jason McGuirk (excused)
Mayor Samuel Bennett*
Ruben Colón
Ms. Becky Mendez (non-voting)

* Non-voting member in the Small City Alliance

** Voting member for the Small City Alliance

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Mo Hassan
Big John
Jon Cheney
Kelvin Miller
Ralf Heseler

Representing:

DeBary
DeLand
Flagler County Alternate
Holly Hill
Oak Hill
Orange City
Ormond Beach
Palm Coast
South Daytona
Volusia County
Volusia County, District 2
Volusia County, District 3

Representing:

Daytona Beach Shores
Deltona
Edgewater
Flagler Beach
Ponce Inlet Alternate
Port Orange
Volusia County District 1
Volusia County, District 4
FDOT District 5
BPAC Chairperson
CAC Chairperson

Representing:

Beverly Beach
Bunnell
Daytona Beach
Lake Helen
New Smyrna Beach
Pierson
Volusia County School Board
TCC Chairperson

Representing:

TPO Staff
TPO Staff
FDOT
Press
Volusia County Traffic Engineering
Votran
Votran

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pam Blankenship
Tim Grigsby
Paul Schoelzel
Stephanie Moss
Bill O'Connor
Joel Rey
Sarah Goolsby
Courtney Reynolds
Bobbie King
Ben Bartlett
John Cotton

Representing:

TPO Staff
TPO Staff
BPAC
FDOT
FDOT
Orange City
Tindale Oliver
Tindale Oliver
VHB, Inc.
Volusia County
Volusia County Public Works
Votran

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Board was called to order at 9:00 a.m. by TPO Chairperson Billie Wheeler. The roll was called and it was determined a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with twelve voting members physically present; and five voting and six non-voting members attending remotely.

MOTION: A motion was made by Commissioner Cloudman to allow TPO Board members attending remotely due to COVID-19 precautions to participate and vote. The motion was seconded by Mayor Chasez and carried unanimously.

II. Pledge of Allegiance

The Pledge of Allegiance was given.

III. Public Comment/Participation

Mr. Big John, press, announced Volusia County Council Member Barbara Girtman helped get 100 bus benches for the county but that is a drop in the bucket of what is needed. He referred to the board members and stated leadership demands something be done but nothing is being done about the roads. The county Road Program is taking \$15 million out of federal money for Williamson Boulevard and a road in West Volusia County which is a good thing. However, the traffic is getting worse and the TPO Board members should have some responsibility for that.

IV. Consent Agenda

- A. June 23, 2021 River to Sea TPO Board Meeting Minutes
- B. July 23, 2021 River to Sea TPO Board Meeting Minutes
- C. Treasurer's Reports
- D. Executive Director Search Committee Reports
- E. Executive Committee Reports
- F. Transportation Disadvantaged Local Coordinating Board (TDLCB)
- G. Bicycle and Pedestrian Advisory Committee (BPAC) Report
- H. Citizens Advisory Committee (CAC) Report
- I. Technical Coordinating Committee (TCC) Report
- J. River to Sea TPO Board (R2CTPO) Reports
- K. Central Florida MPO Alliance (CFMPOA) Report
- L. MPO Advisory Council (MPOAC) Report
- M. Executive Director Timesheet Review Report
- N. Review and Approval of Expenditure for the South Street Multi-Use Trail Feasibility Study (New Smyrna Beach) (\$37,816.74)

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

V. Action Items

A. Review and Approval Resolution 2021-17 Amending the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP) (Roll Call Vote Required)

Chairperson Wheeler stated the Transportation Improvement Program (TIP) is the TPO's five-year program of transportation project activity and funding. As we move into the new fiscal year, there are often projects that were not authorized during the prior year and are automatically "rolled forward" in the FDOT Work Program. However, these projects are not automatically "rolled forward" in the TPO's TIP and must be incorporated into the new TIP with an amendment. Since year one of the Work Program and year one of the TIP must match in order for funds to flow, the TPO processes a "roll forward" amendment to reconcile the two documents and carry forward project activity from the old TIP into the new TIP to ensure the TIP matches the FDOT Work Program. In addition to the roll forward projects, this amendment also includes the addition of two new projects into the TIP which she explained.

MOTION: *A motion was made by Mayor Chalez to approve Resolution 2021-17 amending the FY 2021/22 to 2025/26 Transportation Improvement Program (TIP). The motion was seconded by Commissioner Ramos and carried unanimously by a roll call vote.*

B. Review and Approval of Resolution 2021-18 Recommending to the Florida Commission for the Transportation Disadvantaged (CTD) That Votran be Re-Designated as the Community Transportation Coordinator (CTC) for Volusia County

Chairperson Wheeler stated as the designated official planning agency for Volusia County, the River to Sea TPO must recommend a qualified Community Transportation Coordinator (CTC) to the Florida Commission for the Transportation Disadvantaged every five years. Votran has taken on this responsibility for Volusia County since 1994 and wishes to continue to serve as the CTC for the next five-year period.

Council Member Allebach asked who would do it if Volusia County did not want to do it.

Ms. Nicoulin replied we would go through the procurement process to find a qualified agency.

Council Member Allebach commented that is probably not in the purview; the question is if someone else could do it better or if there is another agency to do it.

Mayor Chalez added that if Volusia County did not do it and it went out for procurement, then the question would come to funding. Her knowledge is that the TPO does not have this funding for Votran.

Ms. Nicoulin replied that the TPO has some funding it contributes to Votran but does not fund the entire organization.

Mayor Chalez commented that if another agency is designated through the procurement process, then the funding question would arise.

Ms. Nicoulin replied yes.

MOTION: *A motion was made by Council Member Allebach to approve Resolution 2021-18 recommending to the Florida Commission for the Transportation Disadvantaged (CTD) that Votran be re-designated as the Community Transportation Coordinator (CTC) for Volusia County. The motion was seconded by Vice Mayor Lindlau and carried unanimously.*

C. Review and Approval of the Regional List of Priority Projects

Chairperson Wheeler stated the Central Florida MPO Alliance (CFMPOA) is a partnership of MPOs in the Central Florida region. Each year, members of the CFMPOA develop a Regional List of Priority Projects which is based on the local priorities of each MPO/TPO and approved by each member organization. This TPO adopted our local priority list on June 23, 2021. The CFMPOA approved the Regional List of Priority Projects at their July 9, 2021 meeting and has forwarded the list to FDOT for consideration in development of their Work Program.

MOTION: *A motion was made by Commissioner Cloudman to approve the Regional List of Priority Projects. The motion was seconded by Mayor Chasz and carried unanimously.*

VI. Presentations and Discussion Items

A. Presentation and Discussion of Executive Director Search Action Plan and Schedule

Chairperson Wheeler stated at the July 23, 2021 special meeting of the TPO Board, an Executive Director Search Committee (EDSC) was established and authority was delegated to the search committee to conduct the search and provide a recommendation for a new Executive Director. Additionally, an Action Plan was approved that established a budget and outlined the general activities associated with the search. At their August 4, 2021 meeting the EDSC selected a recruitment firm, Strategic Government Resources (SGR) to conduct the Executive Director search; contract negotiations are underway. They also discussed elements of the Action Plan. The next EDSC meeting will be September 1, 2021 and the Executive Director job description will be reviewed. Work with SGR will begin and a schedule of activities will be developed.

Ms. Nicoulin added that once the schedule is developed with SGR it will be presented to the board for approval.

B. Presentation and Discussion of the Volusia County Infrastructure Update

Chairperson Wheeler introduced Mr. Jon Cheney, Volusia County Traffic Engineering Director, to give the presentation.

Mr. Cheney gave a PowerPoint presentation of the Volusia County Infrastructure update and stated it was presented to the Volusia County Council on June 1, 2021. He reviewed the county's existing infrastructure maintenance and non-county maintained infrastructure. The county's operating budget for maintenance, which includes the bridges and the resurfacing program, is just over \$20 million per year. The county's resurfacing budget is approximately \$5 million per year with the priority being the thoroughfare roads which are major collectors and arterial roads such as Clyde Morris Boulevard and Williamson Boulevard. He reviewed the report of all traffic signals within Volusia County and noted the report covers the entire United States. A weblink is available to the report and an interactive map to see how the traffic signals are performing. Traffic adaptive signals are on state roads or constrained facilities; the county is implementing traffic adaptive signals along LPGA Boulevard and Saxon Boulevard. He reviewed the county's bridge infrastructure which is measured by FDOT and the Federal Highway Administration (FHWA) and noted the county maintains 49 bridges, most of which are in good condition.

He continued the presentation and reviewed the non-county maintained infrastructure which includes homeowner association (HOA) roads and private roads. He reviewed the 2021 Road Program and noted it refers to road capacity projects and not trails or sidewalks; he explained the funding sources for the Road Program including the gas tax, impact fees and the proportionate fair share. He reviewed the traffic development trend report of the unincorporated and incorporated areas of the county and the current and potential projects in the four impact fee zones for East Volusia and West Volusia. The county will be bringing the Road Program to the community soon for feedback and public input.

Mayor Chasz stated she read the county's proposed budget and saw that Dirksen Road has made it into the budget cycle. She encouraged Mr. Cheney and his staff to begin communication with the city of DeBary

regarding this project as city staff has a lot of information. The city has a development coming in and they need to move forward with the alignment study as quickly as possible. They will make great progress if they brainstorm with city staff. She will follow up with the City Manager and Public Works Department that the county is moving in that direction and is willing to meet with them.

Mr. Cheney thanked her and noted his staff has excellent relationships with the all the cities' staffs.

Vice Mayor Lindlau referred to the future Miami Corp. project at I-95 and Maytown Road for 2025 and asked if the county had given any thought to widening Maytown Road.

Mr. Cheney replied within the Farmton local comprehensive plan, there is a condition of when that widening should occur and they will be the ones constructing it; the widening will be from SR 415 to I-95. The condition is that once they extend the road into Brevard County that is when that widening will occur. Miami Corp. has been working with landowners near SR 415 to re-align Doyle Road and Maytown Road.

Council Member Girtman asked about the US 17 project.

Mr. Cheney replied US 17 is not included because it is a state road; the county has been working with FDOT and the TPO to break that project down from an \$85 million project into four more manageable segments. They have not yet heard from FDOT if they are funding one of those segments this year.

Volusia County Council Chair Brower asked if there was a tentative date for the Road Show.

Mr. Cheney replied he does not know but hopes early fall; it should be as soon as possible to help guide them for next year.

Commissioner Cloudman referred to the \$5 million budgeted for resurfacing and asked how far that money really goes.

Mr. Cheney replied it is hard to say because of the number of lane miles; they have multi-lane highways and major thoroughfare roads that have to be paved. The county focuses on the pavement condition indexes and if they are resurfacing a local road, they look within a radius to see if more roads can be done at the same time. The county sends the road resurfacing plan each year to the cities to see what facilities may be impacted; he has not seen the list for next year yet.

Discussion continued.

C. Presentation and Discussion of the Shared Use Non-Motorized (SUN) Trail Program

Chairperson Wheeler stated the SUN Trail network is the statewide system of high-priority paved trail corridors for bicyclists and pedestrians. She introduced Mr. Paul Schoelzel, FDOT, to give the presentation.

Mr. Schoelzel gave a PowerPoint presentation of Sun Trail funded projects in the River to Sea TPO's planning area. He gave the history and definition of the Sun Trail program and projects and explained the funding. The annually allocated \$25 million for the SUN Trail network is shared statewide so every MPO is competing for this funding. SUN Trail funding is two-tiered; individual trail projects receive one-third of the funding and regional trail systems receive two-thirds of the funding. Individual trail projects either connect or contribute to a SUN Trail network. One caveat for the individual trail projects is that an allocation to one project phase is not a commitment for allocations for future project phases. He reviewed the SUN Trail eligibility requirements and stated all projects must meet these requirements; noting that eligible projects that are ready for programming will advance more quickly. He reviewed a map of the Coast to Coast Trail and stated the maps he will show today are available on the SUN Trail website. He reviewed the projects for the St. Johns River to Sea Loop within the TPO's planning area.

D. Presentation and Discussion of the Paratransit Service Analysis

Chairperson Wheeler stated over the past number of years, many transit agencies in Florida have been experiencing increases in demand for paratransit service. The Paratransit Service Analysis takes a closer look at the increasing local demand for both paratransit and transportation disadvantaged services in Flagler and Volusia Counties. She introduced Mr. Joel Rey, Tindale Oliver, to give the presentation.

Mr. Rey gave a PowerPoint presentation of the Paratransit Service Analysis and stated the analysis was initiated due to the growing demand for paratransit and transportation disadvantaged (TD) service at the local, state, and national levels. They wanted to identify what changes have occurred in the industry and how they have positively or negatively impacted service provisions and cost efficiencies and find opportunities to fix issues that were identified; she reviewed those changes. He reviewed the statewide TD trend from 2014 to 2019 and the TD trend in Flagler and Volusia Counties. He also reviewed the statewide paratransit trend from 2011 to 2019 as well as for Flagler and Volusia Counties. He reviewed industry trends on how other agencies are addressing the demand for paratransit and TD services including enhanced technology for scheduling and mobility on demand (MOD). He noted that Flagler County does not have any existing fixed route service; Volusia County has 27 fixed routes that operate from 6:00 am to 7:00 pm weekdays and Saturday with limited Sunday service. In Volusia County, Votran provides paratransit and TD service through its Gold service; American's with Disabilities Act (ADA) door-to-door service for eligible riders within the three-quarter mile service area around a fixed route. Flagler County provides countywide door-to-door TD service to eligible riders six days per week.

E. Presentation and Discussion of Votran's Transit Development Plan (TDP) Major Update

Chairperson Wheeler stated the TDP is a ten-year strategic plan required by FDOT to qualify for public transit block grant program funding. The plan includes an assessment of the current operating environment for the transit system, including existing service, an evaluation of transit needs and a prioritized implementation plan of future projects and services. She introduced Ms. Bobbie King, Volusia County Community Services, to give the presentation.

Ms. King gave a PowerPoint presentation of Votran's Transit Development Plan (TDP) and explained the TDP is a 10-year plan which is updated every five years; it is an FDOT requirement for funding. The presentation included the background, process, public involvement, transit needs, financial needs, recommendations and an implementation schedule. The study included a Comprehensive Operations Analysis (COA) which looked at the system to find ways to be more efficient. She reviewed the public involvement process they undertook. The top priorities found included the need for an increased frequency of buses, more weekend service and earlier and later service. She reviewed the needs development plan which was broken down into short term (1 to 3 years) and mid-term (4 to 10 years); the recommended changes to the system including changing routes and bus stops, new technology, express routes, etc.; this will require a lot of public involvement. She reviewed the maps showing the recommended routing changes. She reviewed mobility on demand (MOD) and explained it could be used for the first/last mile to and from the bus stop via a ride sharing option. She reviewed the implementation plan and costs associated with it; if the plan as presented by the consultant was implemented, it could result in almost \$1 million in savings to Votran. However, that does not consider new infrastructure for new routes. The draft TDP was presented to the Volusia County Council for approval on August 17, 2021 and was submitted to FDOT; the due date is September 1, 2021.

Vice Mayor Lindlau referred to the slide showing routes in Zone 50, specifically from 30th Street to Oak Hill, and asked if they are eliminating bus service to Oak Hill.

Ms. King replied yes, it is recommended to be eliminated; however, that area is transportation disadvantaged (TD) eligible. They do not intend to eliminate service in his area completely; they will have service it will just be in a different format that Votran receives grant funding for and it will provide residents with better service.

F. FDOT Report

The FDOT report was provided in the agenda. Ms. Hinson stated two upcoming projects are a lighting project in Flagler County at the weigh station and a landscaping project at SR 472 at the interchange. She announced that starting next week, FDOT's project management team will be meeting with local agencies to discuss projects for the upcoming fiscal year that are based on the priorities given by TPO staff. The meetings will take place August 31, 2021 beginning at 1:00 pm with Port Orange, South Daytona, Ormond Beach, Ponce Inlet, Daytona Beach and Palm Coast.

VII. Interim Executive Director's Report

→ Update on Funding/Work Program

Ms. Nicoulin stated FDOT is developing their Tentative Five-Year Work Program for the next cycle; they are working closely with local staff to identify projects and meetings are scheduled for those project intakes. They will also hold a public hearing later in the fall. FDOT will also bring a presentation to the TPO Board to identify the projects moving into the next Work Program.

→ Update on R2CTPO Annual Audit

Ms. Nicoulin announced the TPO is moving into its annual financial audit; board members may receive correspondence from the auditors; the audit findings will be presented to the TPO Board when the audit is completed.

→ Update on 2020 Census

Ms. Nicoulin stated earlier this month the 2020 Census data was released; the fastest growing metro area in the U.S. is The Villages with a 39% increase in population. In our planning area, Flagler County experienced a 26% population increase from 2010 to 2020 and Volusia County experienced an 11% population increase. The urbanized area information is expected to be released by the Census Bureau in the summer of 2022. The TPO uses this information to determine its boundary. The TPO's planning area covers all of Volusia County but only a portion of Flagler County so staff will be working with Flagler County and the city of Palm Coast to see if the current boundary needs to be expanded. This information is also used to set the weighted vote and determine member assessments.

→ Update on Transportation Legislation

Ms. Nicoulin stated earlier this month the Senate passed a large infrastructure bill that includes the re-authorization for the federal surface transportation laws. Those laws are currently known as the FAST Act and are what the TPO operates under. The bill also includes new funds for transportation and infrastructure. TPO staff will continue to monitor this legislation as it continues to move through the House of Representatives and once staff has had the opportunity to review the full bill, will bring back information on the impacts to the TPO.

VIII. River to Sea TPO Board Member Comments

There were no member comments.

IX. River to Sea TPO Chairperson Comments

There were no TPO Chairperson comments.

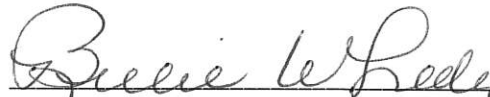
X. Information Items

- Citizens Advisory Committee Attendance Record – 2021
- Technical Coordinating Committee Attendance Report – 2021
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2021
- June/July TPO Outreach and Activities
- Volusia and Flagler County Construction Reports

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:52 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**VOLUSIA COUNTY COUNCIL VICE CHAIRPERSON BILLIE WHEELER
CHAIRPERSON, RIVER TO SEA TPO**

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the August 25, 2021 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 29th day of September 2021.



**DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION**

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

ROLL CALL VOTE SHEET

TIP AMENDMENT

MEETING DATE: AUGUST 25, 2021 **QUORUM:** 10 MEMBERS: YES / NO
MEETING TIME: 9:00 A.M.
MEETING LOCATION: RIVER TO SEA TPO CONFERENCE ROOM
 2570 W. INTERNATIONAL SPEEDWAY BLVD., SUITE 100
 DAYTONA BEACH, FL 32114

| <u>REPRESENTING:</u> | <u>TPO MEMBER:</u> | <u>YES</u> | <u>NO</u> |
|----------------------|-------------------------------------|------------|-----------|
| DAYTONA BEACH | COMMISSIONER MAY | / | / |
| DEBARY | MAYOR CHASEZ | ✓ | / |
| DELAND | COMMISSIONER CLOUDMAN | ✓ | / |
| DELTONA | COMMISSIONER RAMOS | ✓ | / |
| EDGEWATER | COUNCILWOMAN POWER | ✓ | / |
| FLAGLER COUNTY | COUNCIL MEMBER MULLINS | / | / |
| HOLLY HILL | COMMISSIONER JOHNSON | ✓ | / |
| NEW SMYRNA BEACH | COMMISSIONER MCGUIRK | exc | / |
| ORANGE CITY | COUNCIL MEMBER ALLEBACH | ✓ | / |
| ORMOND BEACH | MAYOR PARTINGTON | ✓ | / |
| PALM COAST | MAYOR ALFIN | ✓ | / |
| PORT ORANGE | COUNCIL MEMBER STILTNER | ✓ | / |
| SOUTH DAYTONA | COUNCILMAN SANDER | ✓ | / |
| VOLUSIA COUNTY | COUNCIL MEMBER GIRTMAN | ✓ | / |
| VOLUSIA COUNTY | COUNCIL MEMBER ROBINS | ✓ | / |
| VOLUSIA COUNTY | COUNCIL MEMBER POST | ✓ | / |
| VOLUSIA COUNTY | VOLUSIA COUNTY COUNCIL CHAIR BROWER | ✓ | / |
| VOLUSIA COUNTY | COUNCIL VICE CHAIR WHEELER | ✓ | / |

SMALL CITY ALLIANCE

| | | | |
|----------------------|-------------------------------------|---|---|
| BEVERLY BEACH | COMMISSIONER SCHUITEMA | / | / |
| BUNNELL | VICE MAYOR ROGERS | / | / |
| DAYTONA BEACH SHORES | COUNCIL MEMBER BRYAN | / | / |
| FLAGLER BEACH | COMMISSIONER BELHUMEUR | / | / |
| LAKE HELEN | COMMISSIONER BASSO* | / | / |
| OAK HILL | VICE MAYOR LINDLAU | ✓ | / |
| PIERSON | MAYOR BENNETT | / | / |
| PONCE INLET | COUNCIL MEMBER ISRAEL (VM PARITSKY) | / | / |

| <u>TPO STAFF:</u> | | | |
|--------------------|--|---|---|
| DEBBIE STEWART | | / | / |
| PAMELA BLANKENSHIP | | / | / |
| WALTER LACEY | | / | / |
| STEPHAN HARRIS | | / | / |
| COLLEEN NICOLIN | | / | / |

Request for Public Comment

RIVER TO SEA
Transportation Planning Organization
VISION - PLAN - IMPLEMENT



Dear Citizen:

Public participation is encouraged at all TPO Board and advisory committee meetings. If you desire to be recognized by the Chairman, please fill out this form and give it to a TPO staff member (**PRIOR** to the start of the meeting).

Thank you for your cooperation.

Lois Bollenback, Executive Director
River to Sea TPO

Please indicate when you wish to address the committee/board:

- At the beginning of the meeting under Public Comment
- At the beginning of the following agenda item:

(Please indicate the specific agenda item)

Date

8/25/21

Name

BIG

Address

Contact Information

Comments: (please use back of page if needed)

Leadership