

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

TPO Board Members Physically Present:

Commissioner Jeffrey Schuitema**
Vice Mayor Michael Politis*
Mayor Karen Chasesz
Commissioner Chris Cloudman, Chairperson
Commissioner Dana McCool
Councilwoman Charlotte Gillis
Commissioner James Sherman*
Commissioner Andy Dance
Commissioner Roy Johnson
Commissioner Randy Hartman
Vice Mayor Bill O'Connor
Mayor Bill Partington
Vice Mayor Bill Lindlau*
Mayor David Alfin
Vice Mayor Gary Smith*
Vice Mayor Reed Foley
Vice Mayor Eric Sander
Council Member Jake Johansson
Council Member Matt Reinhart
Council Vice Chair Danny Robins
Rakinya Hinson (non-voting advisor)

TPO Board Members Virtually Present:

TPO Board Members Absent:

Vice Mayor John Rogers*
Commissioner Rick Basso*
Mayor Samuel Bennett*
Council Chair Jeff Brower (excused)
Council Member David Santiago
Ruben Colon
Ted Wendler (non-voting)
Dave Castagnacci (non-voting)
Brian Walker (non-voting)

* Non-voting member of the Small City Alliance

** Voting member for the Small City Alliance

Others Physically Present:

Donna King, Recording Secretary
Colleen Nicoulin
Stephan Harris
Pamela Blankenship
Adam Vazquez
Emily Casey
Erika Shellenberger
Jason Learned
Kellie Smith
Mark Trebitz
Maria Serrano-Acosta

Representing:

Beverly Beach
Daytona Beach Shores
DeBary
DeLand
Deltona
Edgewater
Flagler Beach
Flagler County Alternate
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Oak Hill
Palm Coast
Ponce Inlet
Port Orange
South Daytona
Volusia County, At-Large
Volusia County, District 2
Volusia County, District 3
FDOT

Representing:

Representing:

Bunnell
Lake Helen
Pierson
Volusia County
Volusia County, District 5
Volusia County School Board
BPAC Chairperson
CAC Chairperson
TCC Chairperson

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
Deltona
FDOT
FDOT
FDOT
FDOT
FDOT
FDOT

Bob Cunningham
Barbara Girtman
Jim Cameron
Jim Wood
Mike Woodward
Ralf Heseler
Bobbie King
Kelvin Miller

Flagler Beach
Ghyabi
Jim Cameron Consulting
Kimley-Horn
Kimley-Horn
Volusia County Transit Services
Volusia County Transit Services
Volusia County - Votran

Others Virtually Present:

Jonathan Lord
Steven Buck
Helen Hutchins

Representing:

Flagler County
FDOT
Miami Corp

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

The River to Sea Transportation Planning Organization (TPO) Board meeting was called to order at 9:00 a.m. by TPO Chairperson Chris Cloudman. The roll was called, and it was determined a quorum was physically present. The meeting was held as a hybrid with seventeen voting members physically present.

II. Pledge of Allegiance

The Pledge of Allegiance was given.

III. Public Comment/Participation

There were no public comments.

IV. Consent Agenda

- A. June 28, 2023 River to Sea TPO Board Meeting Minutes
- B. Treasurer's Report
- C. Executive Committee Report
- D. Transportation Disadvantaged Local Coordinating Board Report
- E. Bicycle and Pedestrian Advisory Committee (BPAC) Report
- F. Citizens Advisory Committee (CAC) Report
- G. Technical Coordinating Committee (TCC) Report
- H. River to Sea TPO Board (R2CTPO) Report
- I. Executive Director Timesheet Review Report
- J. Review and Approval of Resolution 2023-13 Supporting the County of Volusia D/B/A Votran as a Designated Recipient of Federal Transit Administration (FTA) Formula-Based Funds (Section 5307) for a Portion of the Metropolitan Planning Area
- K. Review and Approval of Resolution 2023-14 Supporting the County of Flagler D/B/A Flagler County Public Transportation as a Designated Recipient of Federal Transit Administration (FTA) Formula-Based Funds (Section 5307) for a Portion of the Metropolitan Planning Area

MOTION: *A motion was made by Mayor Partington to approve the Consent Agenda. The motion was seconded by Vice Mayor O'Conner and carried unanimously.*

V. Action Items

A. Review and Approval of Resolution 2023-15 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 the 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.

Vice Mayor Sander asked when the Reed Canal sidewalk rehab project will be funded. He stated that the sidewalk is a hazard for residents who use mobility chairs.

Ms. Nicoulin stated that this amendment shows funding for the design of that project in FY 2024 and the TPO is currently working with FDOT to program projects for the next tentative Work Program cycle. She stated that she would check to see if that project is part of the next programming; the next phase would be construction.

MOTION: *A motion was made by Mayor Partington to approve Resolution 2023-15 amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Vice Mayor Sander and carried unanimously by roll call vote.*

B. Review and Approval of Resolution 2023-16 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. A copy of the maps was provided in the agenda. She announced that FDOT is available for any questions regarding the maps.

Mayor Chalez stated that she appreciates the process and timing that was followed for the approval of this item.

MOTION: *A motion was made by Mayor Chalez to approve Resolution 2023-16 adopting the Volusia and Flagler County Functional Classification Maps. The motion was seconded by Vice Mayor Foley and carried unanimously.*

C. Review and 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.

Ms. Nicoulin 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 Executive Committee agreed to consider these requests on a case-by-case basis this year and next year look at developing a procedure to handle these types of requests.

Mayor Chalez stated that she is supportive of this approach so that local governments don't miss out on available funding. She added that the TPO needs to be able to react to take advantage of changes in funding that are made available by the Legislature.

MOTION: *A motion was made by Mayor Partington to amend the List of Shared-Use Non-Motorized (SUN) Trail Projects. The motion was seconded by Vice Mayor Lindlau and carried unanimously.*

D. Review and Delegation of Decision-Making Authority to the Executive Committee for the TPO Office Relocation Decisions

Chairperson Cloudman explained the history of the TPO's relocation and its current temporary location.

Ms. Nicoulin explained that the TPO's current location has a six-month lease with a month-to-month extension for the next six months and an option to renew it after that. She explained that many of the potential locations that were identified previously are no longer available but new spaces have become available. She would like to be able to pose a list of options to the Executive Committee because they are a smaller group that represents the TPO area geographically and it is easier and more efficient to convene that committee to make decisions. She asked that the TPO Board delegate the decisions on the new office location to the Executive Committee including the identification of a location, a build-out budget, a letter of intent, and lease terms.

Mayor Chasez stated she was comfortable with delegating authority to the Executive Committee but would appreciate updating the TPO Board when it is practical to do so.

MOTION: *A motion was made by Mayor Alfin to allow the delegation of decision-making authority to the Executive Committee for TPO office relocation decisions. The motion was seconded by Commissioner McCool and carried unanimously.*

VI. Presentations, Status Reports, and Discussion Items

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

Mr. Mark Trebitz, with the FDOT Planning & Environmental Management Office, gave a PowerPoint presentation explaining the proposed I-4 truck parking facilities. He 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. In 2018, there was a statewide study looking at what was available in terms of truck parking. At that time, at the Longwood rest area, there were only thirty-six available truck spaces and a demand for four hundred and eighty-one spaces. He explained what the demand will be in the coming years and the selected locations for truck parking facilities along I-4. They have 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. They received a letter of support from the Executive Committee to increase their INFRA Grant competitiveness.

Mayor Alfin asked if there is a similar need or demand for I-95 truck parking. He also wanted to know if the truck parking areas will be free for truckers or if there has been any discussion regarding charging a fee or the freight industry contributing towards this multi-million-dollar project. He asked if there is anywhere in the country that is going to multi-level parking.

Mr. Trebitz stated that FDOT will be conducting similar studies on I-95 and I-75. The intent is for the parking to be free of charge. FDOT is considering partnering with a private company regarding the running of one of these sites. The private company would potentially cover all the way through construction and the operations of the site. As far as multi-level parking is concerned, he was not aware of that occurring.

Discussion ensued on jump-out locations for the wildlife, electric charging stations, and how the grant funding would be divided between the projects.

B. Presentation and Discussion of the Nova Road (SR 5A) Coalition Corridor Improvement Project

Mr. Mark Trebitz 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 reviewed 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. The strongest community support was for Alternative 1, which repurposes the outer travel lanes to include an eight-foot-wide sidewalk for pedestrians and bicyclists and creates a buffer

for speed reduction. The coalition planning process is in its final stages. PVT and community input resulted in the recommended alternative 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.

Council Member Reinhart stated that he was able to see this presentation during the BPAC meeting and noted that the BPAC did not agree with the choice of alternative one; they preferred alternative two. He commented that because the project was only ½ mile, the bike lane would have to merge if alternative two was chosen. He asked if the sidewalks on either side of this project would have the same width as this project.

Ms. Shellenberger stated that the sidewalks on either side of this project are six feet wide.

Council Member Reinhart stated that the BPAC expressed that they would have liked to have been involved in the project earlier in the process.

Ms. Nicoulin stated that this presentation was given to all three of the TPO's advisory committees and the BPAC had some concerns regarding the preferred alternative; they preferred the on-lane bike path. The CAC and TCC appreciated the speed management strategies but did have concerns about the sidewalk being a shared use path that is only eight feet wide. They would like to see the sidewalk be at least ten to twelve feet wide.

Vice Mayor Sander asked what the reasoning was for going from three lanes down to two lanes.

Ms. Shellenberger stated that as part of the initial engineering analysis, the traffic volumes were viewed and deemed appropriate growth for the area. The volumes have gone out to 2045 and they found that narrowing down to two lanes in each direction would be fully appropriate twenty-plus years from now. For the speed management, they are hoping that instead of narrowing the lanes, removing one of the lanes will provide the space for the landscaping, which is then anticipated to provide some enclosure and slow speeds. Slowing speeds will make it safer for vehicles and make pedestrians feel more comfortable.

Vice Mayor O'Conner asked if there are plans for future development on either side of this project.

Ms. Shellenberger stated that as of right now she did not think there were any plans for development on either side of this project.

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 numbers, TPO has one hundred and eighty (180) days to develop and submit an Apportionment Plan. She noted that she has had conversations with Palm Coast regarding the development occurring in the westward expansion of the city. She reviewed the three possible scenarios and the membership options (weighted votes, increasing membership numbers). She discussed the population updates which currently occur every five years. The TPO Board has previously discussed having them updated more frequently. She stated that a draft Apportionment Plan will be developed and presented in September and adopted in October to be submitted to the state by November 14.

Mayor Chesebrough asked for clarification on the requirement that 33% of the board be county officials.

Ms. Nicoulin stated that is a statute requirement. She explained that if the TPO Board went up to 25 members, there would be eight county representatives due to the round-down rule.

Mayor Chesebrough stated she would like more information on the implications if the TPO were to include all of Flagler County.

Commissioner McCool asked about the Farmton development and if that was included.

Ms. Nicoulin responded that Farmton was not included in the updated population numbers. It will be urbanized in twenty years but that only pertains to the boundary. All of that area is already in the TPO planning boundary.

Commissioner McCool stated she wanted to be sure Deltona had the funding to cover the municipality; the numbers are too low for Deltona.

Ms. Nicoulin stated that the population estimates are from the Bureau of Economic and Business Research (BEBR) for 2022. The TPO Board has discussed looking at updating the populations more frequently.

Commissioner McCool stated that they need a true reflection of the resource need.

Discussion continued regarding impacts on TPO staff going forward, if Marineland would want to be a part of the TPO (Ms. Nicoulin will be discussing this with them), and how the Small City Alliance (SCA) is made up. It was suggested to look at breaking up the SCA into an east and west SCA.

Ms. Nicoulin thanked FDOT for their assistance in this process and helping produce the maps.

D. FDOT Report

Ms. Rakinya Hinson 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. She discussed the vetting process for local projects that require additional information and stated that FDOT staff will be reaching out to local governments to gather the additional information to move those projects forward. She also stated that the Work Program online public hearing will be the week of October 17th.

Vice Mayor O'Conner asked for an update on I-4 exits 111 A and 111 B.

Ms. Hinson stated she would find the report she had and send it to Ms. Nicoulin. Also, she has submitted information to Ms. Nicoulin regarding beautification projects for those off ramps.

Ms. Nicoulin stated that she sent the information to Mayor Chasez and will forward it to the entire TPO Board.

Commissioner McCool stated that she wants to know about the water body at the exit being cleaned out.

VII. Executive Director's Report

Ms. Nicoulin discussed the Work Program cycle further. She noted that the TPO is actively working with local governments who have submitted applications. She stated that they have had several project intake meetings and it's been very beneficial in getting projects programmed at the correct cost estimates. Currently, the TPO hasn't had to ask for any increases in funding because of receiving annual updated cost estimates and TPO doing a very thorough job of vetting the projects. Costs are rising and TPO has utilized the "up to 50%" policy allowance that was written for the Executive Director to approve for unforeseen costs. Those projects will feed into the Work Program and FDOT will come back to our committees and board to provide a presentation. She added that the TPO's Public Outreach Program that was covered in the Outreach & Activities flyer has been successful and was recently featured in the Hometown News.

VIII. River to Sea TPO Board Member Comments

Commissioner McCool extended her appreciation to all of the TPO Board members, the staff at the city of Deltona, the Volusia County Council, and especially Mayor Chasez for all of their help and support during the changes in Deltona.

Vice Mayor Smith stated that dynamics are changing, and he was just told the homesteaded properties went from 35% to 50%.

Vice Mayor O'Conner added extended appreciation to the TPO staff and stated that things are running much smoother and the relationship with FDOT is much better.

IX. River to Sea TPO Chairperson Comments

Mr. Cloudman stated that the next meeting will be held on September 27th.

X. Information Items

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

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:53 am.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



CITY OF ORMOND BEACH MAYOR BILL PARTINGTON
1ST VICE 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 23, 2023, regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 27th day of September 2023.



DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the August 23, 2023 TPO Board meeting is available upon request.**