



MEETING AGENDA

Please be advised that the River to Sea Transportation Planning Organization (R2CTPO) **EXECUTIVE COMMITTEE** will be meeting on:

DATE: Wednesday, September 7, 2022
TIME: 9:00 a.m.
PLACE: River to Sea TPO Conference Room
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, Florida 32114

NOTE:
Microsoft Teams Meeting has been established for remote participation.

Masks are requested to be worn by those physically present according to CDC guidelines

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Executive Committee Meeting
Wednesday, September 7, 2022 9:00 a.m. EDT

[Click here to join the meeting](#)

Meeting ID: 264 604 474 507

Passcode: 3NU4jp

[Download Teams](#) | [Join on the web](#)

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+1 561-484-5911 84197070# United States, West Palm Beach

Phone Conference ID: 841 970 70#

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Volusia County Council Vice Chair Barbara Girtman, Chairperson Presiding

AGENDA

- I. CALL TO ORDER/ROLL CALL/DETERMINATION OF A QUORUM**
- II. PUBLIC COMMENT/PARTICIPATION**

Beverly Beach
Bunnell
Daytona Beach
Daytona Beach Shores

DeBary
DeLand
Deltona
Edgewater

Flagler Beach
Flagler County
Holly Hill
Lake Helen

New Smyrna Beach
Oak Hill
Orange City
Ormond Beach

Palm Coast
Pierson
Ponce Inlet
Port Orange

South Daytona
Volusia County

III. DISCUSSION AND PRESENTATION ITEMS

A. Discussion of River to Sea TPO Policies and Procedures *(Enclosure, pages 2, 4-15)*

In an effort to begin the evaluation of current TPO policies and procedures, TPO staff will lead a discussion on four policy resolutions; one that authorizes emergency approvals and three that guide the project prioritization process. The full resolutions are presented in the agenda package and are summarized below:

Resolution 2020 – 05 (Emergency Authorization)

- Establishes criteria and authorizes emergency approvals by the TPO Executive Director and Chairperson (or Vice Chairperson) only when a declared state of emergency has been issued

Resolution 2021 – 22 (Project Prioritization Process)

- Allocates TPO set aside funding
- Defines mixed-projects and allocation of funding based on project category
- Provides for the re-allocation of SU funds in the current fiscal year to other projects on the priority list or to cover project cost increases (consistent with Resolution 2021-23)

Resolution 2021 – 23 (Project Prioritization Process)

- Defines local match requirements
- Defines cost overrun vs cost increase
- Requires requests for additional funds that are submitted to the TPO include a statement of hardship and supporting documentation that includes detailed justification of the change in cost
- Provides the Executive Director with authorization to authorize additional funds up to 50% of a project phase cost estimate for justified cost increase
- Cost increases exceeding 50% require TPO Board authorization

Resolution 2021 – 24 (Project Prioritization Process)

- Establishes project categories and rankings
- Defines and sets protected projects
- Defines criteria for re-prioritizing or adding projects
- Requires annual project cost updates
- Requires commitment from project sponsors for Transportation Regional Incentive Program (TRIP) eligible projects
- Confirms project prioritization process will support development of Regional Priority Lists

B. Discussion of Interim Executive Director Evaluation *(Enclosure, pages 2-3, 16-21)*

As part of the terms of the Interim Executive Director Agreement executed in April 27, 2022, the River to Sea TPO Executive Committee shall assess the performance of the Interim Executive Director in a formal evaluation subject to a process, form, criteria, and format which shall be mutually agreed upon by the Executive Committee and the Interim Executive Director within six (6) months following the effective date of this Letter of Agreement.

The process at a minimum shall include the opportunity for both parties to: (1) prepare a written evaluation, (2) meet and discuss the evaluation, and (3) present a written summary of the evaluation results. The final written evaluation should be completed and delivered to the Interim Executive Director within thirty (30) days of the evaluation meeting.

The purpose of this discussion is to develop the process, form, criteria, and format that will be used for the performance evaluation. The evaluation criteria and form that has been utilized for evaluation of the Executive Director is attached as reference and as a starting point for discussion

III. BUSINESS ITEMS

- A. **Review and Approval of August 3, 2022 Executive Committee Minutes** (*Enclosure, pages 3, 22-27*)
- B. **Review and Approval of September 28, 2022 TPO Board Agenda** (*Enclosure, pages 3, 28-30*)

IV. STAFF COMMENTS

VII. ~~EXECUTIVE COMMITTEE MEMBER COMMENTS~~ ADJOURNMENT

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

Note: Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org. Persons who require translation services, which are provided at no cost, should contact the River to Sea TPO at (386) 226-0422 or by email at PBlankenship@r2ctpo.org at least five (5) business days prior to the event

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2020-05

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION AUTHORIZING EMERGENCY APPROVALS UNDER A DECLARED STATE OF EMERGENCY TO ENSURE COMPLIANCE WITH FEDERAL AND STATE REQUIREMENTS FOR METROPOLITAN PLANNING ORGANIZATIONS

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the designated urbanized area; and

WHEREAS, pursuant to 23 U.S.C. 134, 49 U.S.C. 5303, 23 CFR 450.310, and Florida Statutes 339.175, the River to Sea Transportation Planning Organization is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for Volusia County and a portion of Flagler County as defined by the Metropolitan Planning Area; and

WHEREAS, pursuant to 23 U.S.C. 134, 23 CFR 450, and Florida Statutes 339.175, require the River to Sea Transportation Planning Organization and the Florida Department of Transportation to enter into an agreement clearly identifying the responsibilities for cooperatively carrying out the Federal Highway Administration (FHWA) portion of the Metropolitan Planning Process and accomplishing the transportation planning requirements of state and federal law; and

WHEREAS, the River to Sea TPO is required to develop and amend as appropriate, the plans and programs required by 23 C.F.R. 450.300 through 450.324, including but not limited to the Unified Planning Work Program (UPWP); Transportation Improvement Program (TIP), a Public Involvement Plan and a Metropolitan Transportation Plan (MTP); and

WHEREAS, Novel Coronavirus Disease 2019 (COVID-19) is a severe acute respiratory illness that can spread among humans through respiratory transmission; and

WHEREAS, the Centers for Disease Control (CDC) currently recommends mitigation measures for communities experiencing an outbreak including limiting face-to-face contact with others as much as possible; and

WHEREAS, the Governor of the State of Florida declared on March 9th, 2020 a formal State of Emergency (Executive Order 20-52); and

WHEREAS, the River to Sea TPO By Laws, Section 2.3.C. allows the convening of special and/or emergency meetings that “may be called by the Chairperson or by written request of two or more members delivered to an officer” with “at least two (2) business days notice;” and


WHEREAS, under the current circumstances, the River to Sea TPO may be required to take immediate action to respond to urgent requests that cannot be delayed until a meeting and quorum can be established.

NOW, THEREFORE, BE IT RESOLVED by the River to Sea Transportation Planning Organization (TPO) that, while operating under a declared State of Emergency, the Executive Director, with the approval of the Chairperson of the TPO (or Vice-Chair in the absence of the Chair) is hereby authorized to:

1. Amend a program document to maintain consistency with state or federal programs, or amend program or project funding if the time constraint is such that action at the next scheduled meeting of the TPO Governing Board would significantly delay progress on a project previously supported by the TPO; and
2. Approve the revision and submission of the UPWP and amendments to the existing TIP, provided that the process for seeking approval of these actions shall follow all applicable procedures when the State of Emergency is suspended; and
3. Submit information, reports, grant applications or documents on behalf of the River to Sea TPO that are deemed essential by the FHWA and/or the FDOT.
4. Submit copies of this resolution and the executed agreement to:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation); and the
 - c. Federal Highway Administration (through the Florida Department of Transportation).

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 25th day of March, 2020.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**DAYTONA BEACH VICE MAYOR ROBERT GILLILAND
CHAIRPERSON, RIVER TO SEA TPO**

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on March 25, 2020.

ATTEST:



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

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-22

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION ESTABLISHING THE POLICY FOR THE ANNUAL ALLOCATION OF SURFACE TRANSPORTATION BLOCK GRANT PROGRAM (STBG) URBAN ATTRIBUTABLE (SU) FUNDING AND OTHER STATE AND FEDERAL FUNDS IDENTIFIED IN THE 2045 LONG RANGE TRANSPORTATION PLAN FOR LOCAL INITIATIVES

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

WHEREAS, each year the appropriate River to Sea TPO committees, made up of a cross-section of interested citizens and staff, are charged with the responsibility of drafting a list of prioritized projects; and

WHEREAS, it is the responsibility of the River to Sea TPO to establish project priorities that are equitable for all areas within the River to Sea TPO's planning boundaries; and

WHEREAS, the River to Sea TPO reaffirms its commitment to the priority process and related policies; and

NOW, THEREFORE, BE IT RESOLVED by the River to Sea TPO that:

1. The River to Sea TPO's total Surface Transportation Block Grant Program (STBG) Urban Attributable (SU) funding goals will be made in the following manner: 40% of the total SU funds will be used for Traffic Operations, Safety, and Local Initiatives

(traffic operations focused) Project Priorities, 30% of the total SU funds will be used for Transit Project Priorities, and 30% of the total SU funds will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and

2. Other state and federal funds identified in the 2045 Long Range Transportation Plan for Local Initiatives will be made available in the following manner: 50% of the funds will be used for Traffic Operations, Safety, and Local Initiatives (traffic operations focused) Project Priorities and 50% will be used for Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives (bicycle/pedestrian focused) Project Priorities; and
3. Mixed projects (defined as a project that is not a stand-alone bicycle or pedestrian project) will only be accepted and ranked in both the bicycle/pedestrian focused and the traffic operations focused project categories if the bicycle/pedestrian cost component of the project is greater than 20% of the total project cost. Projects that do not meet this threshold shall be submitted and ranked in the traffic operations focused category only. The project applications shall include the cost breakdown between the bicycle/pedestrian component and the traffic operations component of the project. When programming mixed projects, funding amounts drawn down from each set-aside category (bicycle/pedestrian focused vs. traffic operations focused) shall be consistent with the cost component of that category; and
4. For projects funded in whole or in part with Urban Attributable (SU) funding and/or other state and federal funds obtained through the TPO's Priority Project Process, if the recipient of the funds chooses to display any signs or markers at the project site, said signs or markers shall include language acknowledging the River to Sea TPO, Florida Department of Transportation (FDOT), Federal Highway Administration (FHWA), Federal Transit Administration (FTA), and/or other funding partners, as may be applicable, for providing funding for the project. In addition to the language, the sign or marker shall include these agencies' official logos; and

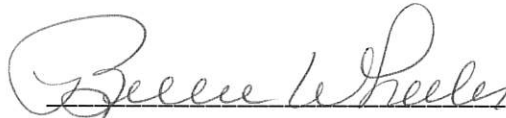
Additionally, any public pronouncements made by or on behalf of the recipient regarding the project, including press releases, publications, annual reports, video credits, and dedications, shall acknowledge the funding support provided by the TPO, FDOT, FHWA, and FTA; and

5. Any remaining Surface Transportation Block Grant Program (STBG) Urban Attributable (SU) funds in the current fiscal year should first be allocated to eligible projects within the same project category priority list (bicycle/pedestrian focused or traffic operations focused). If no projects are eligible within the same category, the remaining funds may be reallocated for other projects on the priority list or to cover project cost increases consistent with Resolution 2021-23; and
6. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and

7. The Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
- a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the **1st** day of **December 2021**.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-23

**RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO)
DEFINING THE LOCAL MATCH REQUIREMENTS PLACED ON MEMBER LOCAL GOVERNMENTS FOR
PROJECTS PRIORITIZED FOR FUNDING BY THE TPO**

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that the urbanized area, as a condition to the receipt of federal capital or operating assistance, have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, the FDOT funds projects in the Work Program based on the plans and priorities set by the TPO; and

WHEREAS, the River to Sea TPO desires to provide, whenever possible, financial assistance to governmental entities to allow them to pursue transportation projects and programs which are consistent with the TPO's plans and priorities and benefit residents of and visitors to our planning area; and

WHEREAS, the River to Sea TPO wants to leverage the state and federal transportation funds programmed on transportation projects in TPO's MPA and ensure a measure of local financial commitment to transportation projects and programs utilizing these funds; and

NOW, THEREFORE, BE IT RESOLVED by the River to Sea TPO that:

1. Every governmental entity receiving state and/or federal transportation funds for a project on any of the following Priority Project Lists shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds:
 - a. Traffic Operations, Safety, and Local Initiatives Projects;
 - b. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects.

This match requirement shall not apply to projects on the State Highway System; and

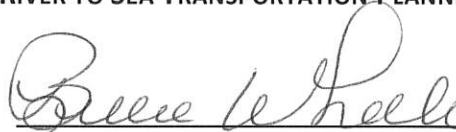
2. Every governmental entity receiving state and/or federal transportation funds for a project on the TPO's Priority List of Transportation Planning Studies shall provide a local match at a minimum ratio of 10% local funds to 90% state and/or federal funds; and

3. A local match shall not be required for any project on the TPO's Priority Lists of Strategic Intermodal System (SIS) Projects, Regionally-Significant Non-SIS Roadway Projects, or Transit Projects, subject to any other funding program requirements that may apply (e.g., Transportation Regional Incentive Program); and
4. the River to Sea TPO determines that "local match" shall be defined as non-state/non-federal cash match and/or in-kind services of eligible costs that advance the project in question; and
5. notwithstanding the terms prescribed in subparagraph 1 and 2, above, the required local match shall not exceed the ratio required in the current policy of the TPO Board at the time the governmental entity requests funding unless the local government entity commits to a higher local match for the project; and
6. the River to Sea TPO reserves the right to waive or adjust the local match requirements if the TPO Board deems there exists sufficient reason or circumstance; and
7. the River to Sea TPO defines a cost overrun as an increase in the amount of the cost of any programmed project phase due to a change in scope, project limits or project approach that could have reasonably been foreseen or is the result of an incomplete, insufficient or out of date cost estimate; and
8. the River to Sea TPO reaffirms its policy that any cost overruns encountered on a project funded with state and/or federal transportation funds will be the responsibility of the governmental entity identified as the project originator with the following exception: if the project is on the state highway system and the State DOT is the project manager of record then the state shall be responsible for any cost overruns utilizing state dollars; and
9. the River to Sea TPO defines a cost increase as an increase in the cost of any programmed project phase due to unforeseen market changes or a change in requirements and/or standards for projects that have current and complete cost estimates; and
10. Requests for additional state and/or federal funds must be submitted to the TPO and include a statement of hardship or justification by the governmental entity identified as the project sponsor along with supporting documentation that includes detailed justification of the change in cost; and
11. the River to Sea TPO Executive Director may authorize the use of state and/or federal funds to cover some or all of a justified cost increase on any project phase up to and including 50% of the project cost estimate for that phase; and
12. the use of state and/or federal funds to cover cost increases exceeding 50% of the project cost estimate for any phase may be authorized only by the River to Sea TPO Board; and
13. the policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
14. the Chairperson of the River to Sea TPO (or their designee) is hereby authorized and directed to submit this resolution to the:
 - a. Florida Department of Transportation;
 - b. Federal Transit Administration (through the Florida Department of Transportation);

- c. Federal Highway Administration (through the Florida Department of Transportation);
and
- d. Councils, Commissions, and Managers of the TPO Member Local Governments.

DONE AND RESOLVED at the regularly convened meeting of the River to Sea TPO held on the 1st day of December 2021.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

RESOLUTION 2021-24

RESOLUTION OF THE RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION REAFFIRMING THE POLICY FOR ESTABLISHING AND MAINTAINING TRANSPORTATION PRIORITY PROJECTS

WHEREAS, Florida Statutes 339.175; 23 U.S.C. 134; and 49 U.S.C. 5303 require that every urbanized area with a population of 50,000 or more, as a condition to the receipt of federal capital or operating assistance, shall have a continuing, cooperative, and comprehensive transportation planning process that results in plans and programs consistent with the comprehensively planned development of the urbanized area; and

WHEREAS, the River to Sea Transportation Planning Organization (TPO) is the duly designated and constituted body responsible for carrying out the urban transportation planning and programming process for the designated Metropolitan Planning Area (MPA) comprised of Volusia County and the urbanized areas of Flagler County including the cities of Flagler Beach, Beverly Beach, and portions of Palm Coast and Bunnell; and

WHEREAS, 23 C.F.R. 450.104 provides that the River to Sea TPO shall annually endorse, and amend as appropriate, the plans and programs required, among which is the Surface Transportation Block Grant Program (STBG) projects list of the annual Transportation Improvement Program (TIP) submission; and

WHEREAS, each year the appropriate River to Sea TPO committees made up of a cross-section of interested citizens and technical staff are charged with the responsibility of drafting a list of prioritized projects; and

WHEREAS, it is the responsibility of the River to Sea TPO to establish project priorities for all areas of the TPO's MPA; and

WHEREAS, the River to Sea TPO reaffirms its commitment to the priority process and related policies; and

NOW, THEREFORE, BE IT RESOLVED by the River to Sea TPO that the following policies are established to prioritize transportation projects throughout the TPO's MPA:

1. The project application and evaluation criteria approved by the River to Sea TPO Board shall be used to solicit and evaluate projects for priority ranking in the transportation program categories listed below:
 - a. Florida Strategic Intermodal System (SIS) Projects;
 - b. Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects;

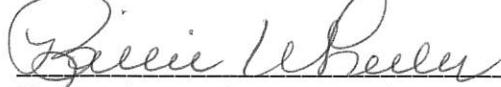
- c. Traffic Operations, Safety, and Local Initiatives Projects;
 - d. Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects;
 - e. Public Transit Projects; and
 - f. Transportation Planning Studies.
- 2. River to Sea TPO projects that were previously ranked and have a Financial Management (FM) number and are in the Florida Department of Transportation Work Program will automatically be prioritized above projects that are not currently in the FDOT Five-Year Work Program;
 - 3. Projects which are ranked one through five on the Prioritized List of Florida Strategic Intermodal System (SIS) Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
 - 4. Projects which are ranked one through five on the Prioritized List of Regionally Significant, Non-SIS Roadway Projects and Major Bridge Projects are deemed to be protected, and will remain in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
 - 5. Projects which are ranked one through eight on Tier "B" of the Prioritized List of Traffic Operations, Safety, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
 - 6. Projects which are ranked one through three on Tier "B" of the Prioritized List of Bicycle/Pedestrian, Transportation Alternatives, Regional Trails, and Local Initiatives Projects are deemed to be protected, and will be ranked in their current spot or move to the next available higher spot until they are completed and drop out of the Work Program;
 - 7. If, at any time, two or more lists of prioritized projects are merged into a new list, every project that was protected prior to the merger shall retain its protected status, and no new or previously unprotected project shall be deemed to be protected unless and until it advances to the protected rank prescribed for the new, merged list;
 - 8. The River to Sea TPO will only re-prioritize or add projects when the TPO Board determines: a) unusual circumstances support such action, b) the circumstances are not of a recurring nature, c) the circumstances do not result from the actions of the project sponsor, and d) the proposed reprioritization or addition will not be contrary to the public interest;
 - 9. Requests to change the priority or to add a project must include a statement of hardship by the requestor along with supporting documentation that includes

detailed justification of need and an assessment of the impacts to the programming of prioritized projects;

10. It is the responsibility of the River to Sea TPO and FDOT staffs to provide the River to Sea TPO members with current information and data on project status and to assist the members in their efforts to make informed decisions regarding the prioritized projects lists;
11. The River to Sea TPO shall, in its discretion, make all decisions regarding the final prioritized project lists that are annually submitted to FDOT;
12. Once a project has attained protected status, it should be programmed within 3 years. If it has not been programmed during that time due to inactivity on the part of the project sponsor, then the project will be removed from the list of priority projects. The project sponsor may resubmit the project for open ranking on any subsequent call for projects;
13. Per the approved Annual Call for Projects schedule, the project sponsor shall annually submit a letter to the River to Sea TPO affirming their continued support to retain each project on the priority list and provide updated cost estimates for all unfunded phases of each project they sponsor on the Regionally Significant Non-SIS, Tier "A", and Tier "B" project lists. Updated cost estimates for projects or project phases that are currently funded/programmed are considered a request for additional funding and subject to the TPO's cost increase/cost overrun policy. Requests for additional funding shall be submitted to the TPO on the appropriate form. The letter shall also provide support from the project sponsor for any Transportation Regional Incentive Program (TRIP) eligible project(s) which they are ready to advance into the Work Program and TIP and provide a commitment of local matching funds, if required;
14. The River to Sea TPO shall use this project prioritization process to support the development of Regional Priority Lists in the areas of Trails, Transit, Transportation Systems Management and Operations (TSM&O), and Planning Studies;
15. The policies set forth in this resolution shall remain in effect unless and until they are repealed or amended by the TPO; and
16. the Chairperson of the River to Sea TPO, (or their designee) is hereby authorized and directed to provide a copy of this resolution to the:
 - a. Florida Department of Transportation (FDOT);
 - b. Federal Transit Administration (FTA) (through the Florida Department of Transportation); and
 - c. Federal Highway Administration (FHWA) (through the Florida Department of Transportation).

DONE AND RESOLVED at the regular meeting of the River to Sea TPO held on the 1st day of December 2021.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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

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 a resolution, adopted at a legally convened meeting of the River to Sea TPO held on December 1, 2021.

ATTEST:



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



EXECUTIVE DIRECTOR EVALUATION

INSTRUCTIONS: Under the TPO Chair's direction, members of the River to Sea TPO (R2CTPO) will be provided a copy of this evaluation form no later than two weeks prior to the scheduled evaluation. Each member should independently complete this evaluation form and then as a group develop a consensus evaluation.

The evaluation form should be completed based upon the received materials and the personal knowledge of the person completing the evaluation taking into consideration performance over the entire rating period. **It is not necessary to respond to all evaluation criteria** and a choice is provided to indicate the election not to respond to any particular evaluation criteria. The evaluation criteria are not ranked in any particular order of importance and are not weighted. The evaluation instrument and all completed evaluations by R2CTPO members should be read and considered as a whole, balancing all criteria collectively.

Choose the rating that best reflects your perception of the Executive Director's performance over the last year.

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Organization and Governance:				
<ul style="list-style-type: none"> Has in place and implements a clear, written, mission statement, as well as long-range and strategic plans, and effectively assists the R2CTPO members and staff in reviewing and updating the plans and mission Prepares and has adequate information for knowledgeable decision-making Makes well-considered recommendations to the R2CTPO members Effectively informs R2CTPO members of industry trends and recent developments in transportation planning and pertinent legislative proposals and changes Keeps the R2CTPO members apprised of the status of programs and services Works effectively with outside professionals and participating local governments 				
Comments on Organization and Governance:				

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Communications:				
<ul style="list-style-type: none"> • Demonstrates an understanding and appreciation for the provisions of Florida law regarding open meetings and maintenance of public records • Acts effectively in keeping the public informed of agency goals, objectives, and services and actively seeks public input for decision-making • Communicates clearly and persuasively in writing and verbally, both within and outside the agency • Listens carefully, is respectful of others, welcomes new ideas and maintains a credible open door policy • Promotes the interests and welfare of the agency within the community and industry 				
Comments on Communications:				

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Leadership:				
<ul style="list-style-type: none"> • Takes stands on complex and possibly controversial issues • Acts in a manner that motivates others to high standards of fairness, enthusiasm, honesty, integrity, and accomplishment • Is visionary and communicates that effectively to staff and R2CTPO members • Demonstrates effectiveness and diplomacy in working with others and maintains productive relationships • Demonstrates the ability to make good judgments, rally support, and give clear direction when needed • Well organized and motivates staff members to work as a team and produce quality work • Is a leader in the industry, maintains a credible profile and a well-respected image for the agency • Demonstrates familiarity with technological advances of importance to transportation planning activities • Maintains technology and software necessary to meet the changing needs of and demands upon the R2CTPO 				
Comments on Leadership:				

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Human Resources:				
<ul style="list-style-type: none"> • Maintains or increases staff productivity • Manages staff by appropriate supervision and delegation of responsibilities • Makes provision for further staff training and professional development • Establishes and follows effective personnel policies and procedures 				

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Comments on Human Resources:				

Evaluation Area	Not Applicable	Does Not Meet Expectations	Meets Expectations	Exceeds Expectations
Finances:				
<ul style="list-style-type: none"> Understands finances, institutes sound accounting procedures that ensures fiscal confidence, integrity and a reasonable balance among the competing interests of compensation, capital expenditures, and reserves Develops realistic budgets Manages necessary cash flow and maintains needed reserves to accomplish program goals and objectives Demonstrates a thorough understanding of funding sources, and appreciates applicable regulatory constraints and financial reporting requirements Achieves “clean” financial audit Adheres to appropriate procurement procedures 				

Comments on Finances:**OVERALL EVALUTION:**

Overall performance of employee based upon review and evaluation of all evaluation factors.

Overall Comments:

ORGANIZATIONAL, BEHAVIORAL AND PROFESSIONAL SKILLS: Rate performance by making a check for each category.

Skill Area	Unsatisfactory	Fair	Good	Very Good	Outstanding
Knowledge of Issues					
Intergovernmental Relations					
Public Relations					
Interpersonal Skills					
Attitude					
Dependability					
Adaptability / Flexibility					
Written Communications					
Verbal Communications					
Initiative					
Planning & Organizing					

Skill Area	Unsatisfactory	Fair	Good	Very Good	Outstanding
Problem Solving					
Decision Making & Judgment					
Creativity					
OVERALL RATING					

Comments by Rater

Please include (a) rationale for your overall evaluation, (b) key strengths of the employee (things the Executive Director should keep doing), and (c) any ways in which the employee needs to improve (things the Executive Director should change). Add extra sheets if necessary.

Employee Comments

Comments by Appraised Employee. My performance has been discussed with me as described in this appraisal. (Please feel free to add any comments you have concerning your performance, your development or your review. If you wish, you may give these comments directly to your supervisor, in writing, within the next five (5) working days. Add extra sheets as necessary.)

Evaluation Completed By: _____ Date: _____

**Executive Committee
Meeting Minutes
June 1, 2022**

Members Physically Present:

Commissioner Chris Cloudman
Commissioner Victor Ramos
Councilwoman Christine Power
Mayor David Alfin
Council Vice Chair Barbara Girtman , Chairperson

Representing:

DeLand
Deltona
Edgewater
Palm Coast
Volusia County, District 1

Members Absent

Mayor Bill Partington (excused)
Council Member Billie Wheeler (excused)

Representing:

Ormond Beach
Volusia County, District 2

Others Physically Present:

Debbie Stewart, Recording Secretary
Colleen Nicoulin
Stephan Harris
Jon Cheney

Representing:

TPO Staff
TPO Staff
TPO Staff
Volusia County Traffic Engineering

Others Virtually Present:

Pam Blankenship
Rakinya Hinson
Maryam Ghyabi

Representing:

TPO Staff
FDOT
Ghyabi & Associates

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

The meeting of the River to Sea Transportation Planning Organization (TPO) Executive Committee was called to order at 9:00 a.m. by Chairperson Barbara Girtman. The roll was called and it was determined that a quorum was physically present. Due to the COVID-19 virus, the meeting was held in a hybrid format with five voting members physically present.

II. Public Comment/Participation

There were no public comments.

III. Discussion Items

A. Discussion of TPO Financial Management and Status of Year-End Close-Out

Ms. Nicoulin stated a schedule for the close-out of the prior fiscal year regarding FDOT invoicing was presented at the June Executive Committee meeting; she provided an update on that schedule. All invoices but the last one have been submitted; that invoice is being prepared and will be submitted prior to the August 15, 2022 deadline. Once the prior FY is fully closed out and we start invoicing for FY 2022/23, the TPO will be invoicing monthly within the 90-day timeframe. Staff had a conference call with FDOT yesterday; best practices were identified on what FDOT liked that the TPO has done regarding invoicing and the areas to improve upon. This is to start fresh and work toward compliance with the special conditions we are currently under.

Chairperson Girtman asked what it will take to no longer be under the special conditions and how long it will take.

Ms. Nicoulin replied the TPO needs to demonstrate that the invoices are submitted timely within the 90-day timeframe, that they are complete and there are no comments or requests for more information from FDOT.

She anticipates it taking between six and nine months because we have to demonstrate we can do it correctly over a period of months.

Mayor Alfin asked if this process is run through the accounting firm the TPO uses for process and procedure or if the audit will review the procedure.

Ms. Nicoulin replied yes; that during last year's audit, there were six findings some of which were to establish certain procedures. The TPO has put those in place; this year's audit will begin later this month and those financial controls that were established will be identified.

B. Discussion of Local Member Assessments

(Handout)

Ms. Nicoulin referred to the handout of the TPO's current local assessment of \$.10 per capita; total amount collected each year is just under \$63,000. A discussion was held at the June Executive Committee meeting regarding local assessments and members asked for information regarding what other MPOs in Florida do; staff contacted all 26 MPOs in the state and has received responses from 22 of them. Of those, only four collect a local assessment via a per capita fee; some MPOs receive local funds through other means or are supported by a county. She reviewed the per capita amount the four MPOs collect. She also reviewed local funds expenditures for the last five years and noted that each year except for last fiscal year, more was spent than collected; she explained what the expenditures were that caused the overrun including the Tell the TPO survey, consultant fees, office remodeling and the placement fee for the Account Manager position. She explained that the local assessment fee began in 2000 to help build up the TPO's reserves.

Members discussed the local assessment, the expenses it is used for, and the TPO's reserve fund.

Ms. Nicoulin explained local funds are used for expenses that are not reimbursable with federal funds. She noted the reserve fund is what allowed the TPO to operate last year when it was behind on invoicing. She also explained that some MPOs do not collect a local assessment as well as how other MPOs collect local funds other than through a per capita fee. She noted that every five years the BEBR population estimates are reviewed; the last time was in 2019 so the new census figures will be updated.

Members continued the discussion of increasing the per capita rate and what the increase should be.

MOTION: A motion was made by Mayor Alfin to recommend increasing the local assessment per capita rate to \$.15. The motion was seconded by Councilwoman Power.

Members continued to discuss the per capita rate and noted that it would not go into effect this fiscal year as local member assessment invoices have already been sent and it would not allow municipalities time to adjust their local budgets.

The motion carried unanimously.

C. Discussion of 2022 Dangerous by Design Report

Ms. Nicoulin stated the 2022 Dangerous by Design Report was released a couple of weeks ago; the report is developed on an annual basis and reports bicycle/pedestrian fatalities on major roadways throughout the country and ranks the municipalities. This year, the greater Daytona Beach area ranked at number one for the most dangerous metro areas; last year we were ranked fifth. The question is how do we collectively address this; what policies do we need to set and how do we collaborate with the local governments and/or FDOT to implement projects that change the design of some roads. Although FDOT has a number of projects in the design and PD&E pipeline, construction of those projects is still years out.

Chairperson Girtman asked what tools the TPO has to address this.

Ms. Nicoulin replied that the safety targets adopted in the past have been based on a 2% annual reduction which is what we felt we could achieve; however, that may not be the right message even though we are committed to driving down the statistics. Project applications that come in through the annual Call for Projects include safety criteria that are used in ranking that could be made stronger; we could also add another priority list for safety projects and coordinate directly with FDOT's Safety Office if the project is on a state road.

Chairperson Girtman asked if adopting a Vision Zero safety target would improve our tools or create other resources; it would be a more unified message.

Ms. Nicoulin replied it would provide greater opportunities when we work with our partners. The next item on the agenda is a discussion of a grant opportunity, the Safe Streets and Roads for All (SS4A), which is specific to roadway safety and crash statistics. The TPO is targeting this grant and submitting an Action Plan which in subsequent years local governments could use to apply for project implementation.

Members discussed various strategies to have an efficient and effective impact as well as current projects.

Mr. Cheney noted that FDOT is encouraging all local governments to adopt a Complete Streets policy; it is one of the first things they evaluate on projects. FDOT also on an annual basis ranks all jurisdictions based on their safety emphasis areas and compares the jurisdictions and the counties based on population in a peer level. He noted that in the Dangerous by Design report, Volusia County was not number one in its peer group but was ranked high; however, Daytona Beach is number one in their peer group. It would be a good idea to share this information with all the jurisdictions to show the areas we need to focus on. It would also be helpful when scoring project applications if we know where the jurisdictions are ranked in that matrix and we could assign points based on that as well as encourage locals where their safety emphasis is poor to focus on those improvements.

Chairperson Girtman asked if that information provides staff better guidance.

Ms. Nicoulin replied yes; every fall the applications and criteria are reviewed; if stronger criteria are needed to identify areas of concern, then we can incorporate that into the prioritization process. She noted that FDOT is re-evaluating how they approach resurfacing projects to include safety strategies as part of the resurfacing.

Members continued to discuss the report, strategies to address safety, how to communicate the information to the municipalities and how to educate the public.

D. Discussion of the Safe Streets and Roads for All (SS4A) Grant Application with the US Department of Transportation

Ms. Nicoulin explained the idea for the Safe Streets and Roads for All (SS4A) grant application is to develop an Action Plan or a template for the local governments to use to identify projects, what the causes of the safety issues are and whether they require a design or education fix. TPO staff has been working with both Volusia and Flagler Counties on this application; the local municipalities are also providing the local match. The application is due to be submitted by September 15, 2022; there have been a number of coordination meetings to identify what the Action Plan should focus on and the dollar amount that should be requested.

Mr. Cheney stated that the resolution will go to the Volusia County Council on August 16, 2022 and Flagler County on September 7, 2022. Volusia County will pay 75% of the 20% local match and Flagler County will pay 25%.

E. Presentation and Discussion of Interim Executive Director's Strategic Action Plan

(Handout)

Ms. Nicoulin reviewed the Strategic Action Plan and commented that this is an opportunity to take the TPO to the next level, identify areas for improvement and have a path forward to become the premier TPO in the state

for best practices. She reviewed what happened over the last year and noted that we are caught up from where we were behind. There are four areas of focus for the TPO's path forward; develop a guiding framework, evaluate policies and practices, engage participation and invest in relationships. She reviewed each of these focus areas in detail.

Members discussed the focus areas presented and agreed it is a good road map for moving forward. They discussed how to engage developers, local governments and the public's participation with the TPO.

IV. Business Items

A. Review and Approval of June 1, 2022 Executive Committee Minutes

MOTION: A motion was made by Commissioner Cloudman to approve the June 1, 2022 Executive Committee minutes. The motion was seconded by Commissioner Ramos and carried unanimously.

B. Review and Recommend Approval of Expenditure for the Anastasia Drive Shared Use Path Feasibility Study (\$30,901.84)

Ms. Nicoulin stated there are three expenditure requests for feasibility studies and explained that after the List of Priority Projects (LOPP) is adopted, the feasibility study lists are reviewed and scopes are developed with the consultants.

Mr. Harris explained the Anastasia Drive Feasibility Study is a South Daytona shared-use connector path proposed from Ridge Boulevard to Big Tree Road most likely on the left-hand side of the road. It will connect to other local trails the city has. This is the number one project on the Bicycle/Pedestrian Tier C priority list.

MOTION: A motion was made by Commissioner Cloudman to recommend approval of an expenditure for the Anastasia Drive Shared Use Path Feasibility Study (\$31,901.84). The motion was seconded by Councilwoman Power and carried unanimously.

C. Review and Recommend Approval of Expenditure for the DeLand West Greenway Feasibility Study (\$34,481.21)

MOTION: A motion was made by Commissioner Cloudman to recommend approval of an expenditure for the DeLand West Greenway Feasibility Study (\$34,481.21). The motion was seconded by Mayor Alfin and carried unanimously.

D. Review and Recommend Approval of Expenditure for the Jackson Street Sidewalk Feasibility Study (\$41,665.66)

Mr. Harris explained this project is in Port Orange and will run from Canal View Boulevard north to Madeline Avenue.

MOTION: A motion was made by Commissioner Ramos to recommend approval of an expenditure for the Jackson Street Sidewalk Feasibility Study (\$41,665.66). The motion was seconded by Councilwoman Power and carried unanimously.

E. Review and Approval of August 24, 2022 TPO Board Agenda

Ms. Nicoulin reviewed the draft August 24, 2022 TPO Board agenda; TDLCB appointments will be added to the Consent Agenda as they are required by state statute to be appointed by the TPO Board. She reviewed the Action Items including the roll-forward TIP amendment. She reviewed the Presentation and Discussion Items and noted that a presentation of local member assessments will be added.

MOTION: A motion was made by Mayor Alfin to approve the draft August 24, 2022 TPO Board agenda as amended adding TDLCB appointments to the Consent Agenda and a presentation on local member assessments. The motion was seconded by Councilwoman Power and carried unanimously.

V. Staff Comments

Ms. Nicoulin stated she and Chairperson Girtman met with FDOT D-5 Secretary Tyler and other FDOT staff to discuss our leadership and priorities as we move into the new fiscal year; they reviewed the TPO's priority list and discussed concerns regarding the Dangerous by Design Report and how to collaborate with FDOT's Safety Office. Chairperson Girtman brought up having a good understanding of what is happening in our planning area and what everyone's priorities are in Volusia County and Flagler County.

Mayor Alfin stated that a Strategic Action Plan initiative will be a doubling of the geographic footprint of Palm Coast; they currently sit on approximately 40,000 acres with 27,000 unimproved acres on the west side of the FEC railroad tracks currently within the city limits. Another 10,000 acres would naturally annex in because it is between the city limits and the existing city. This comes at a good time for Palm Coast and Flagler County to update everyone with an initiative of this magnitude.

Chairperson Girtman stated the TPO has been working over the last year to improve relationships; even with the transition of FDOT Secretaries and TPO staffing changes and challenges that have confronted us, it is good those seeds were planted early so when challenges arise we are able to communicate and move forward. We all need to be engaged and advocate for our individual needs but in a regional way because there is not enough for everyone to get what they want and use the best use of our resources.

VII. Executive Committee Member Comments

Commissioner Cloudman stated he attended the MPOAC meeting last week in Gainesville at the State Materials Lab where they were given a tour; the amount of technical work that goes into every state project is tremendous down to the molecular composition of things and high-tech vehicles that have sensors and cameras that map every single crack in highway lanes. The content of the meeting was held as a retreat to discuss ideas as a new Executive Director has taken over; they discussed the direction to go as a statewide board to identify strategies moving forward.

Chairperson Girtman commented she visited the Volusia County Traffic Room with Mr. Cheney a few years and found it interesting. She asked if Mr. Jay Williams would be taking over for Mr. Cheney when he retires at the end of the year.

Mr. Cheney replied yes; he invited members to visit the traffic room where they can view the new roundabout. He will be leaving county service at the end of December. He referred to the Dangerous by Design Report and stated he will ask his staff to bring up the TIA Guidelines at the TCC meeting; all the developers over a certain size have to do a traffic impact analysis and the question has come up that if we are changing the culture to be more safety-oriented, that is low-hanging fruit for the developers. Traffic is always an issue with new development; he knows there is an assessment of multi-modal aspects of a development and as part of that he is asking developers if they are within two miles of a school or a local park how bicyclists and pedestrians are getting from their new development to those assets. He asked if safety should be looked at as part of the TIA Guidelines as it is not only an increase in traffic but is also dangerous.

Ms. Nicoulin replied they will be discussing the Dangerous by Design Report at the TCC; it is in the new Unified Planning Work Program to update the TIA Guidelines this year. We can look at incorporating some of the requirements that local governments review as well as safety components.

VIII. Adjournment

The Executive Committee meeting adjourned at 10:46 a.m.

VOLUSIA COUNTY COUNCIL VICE CHAIR BARBARA GIRTMAN
CHAIRPERSON, RIVER TO SEA TPO

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certifies that the foregoing is a true and correct copy of the minutes of the August 3, 2022 regular meeting of the Executive Committee approved and duly signed this 7th day of September 2022.

Debbie Stewart, Recording Secretary, River to Sea TPO

***** A recording of the August 3, 2022 Executive Committee meeting is available upon request.***



DRAFT

MEETING AGENDA

Please be advised that the **RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD** will be meeting on:

DATE: WEDNESDAY, SEPTEMBER 28, 2022
TIME: 9:00 A.M.
PLACE: RIVER TO SEA TPO CONFERENCE ROOM
2570 W. International Speedway Blvd., Suite 100
Daytona Beach, FL 32114

NOTE:

Microsoft Teams meeting has been established for remote participation.

Masks are requested to be worn by those physically present according to CDC guidelines

**River to Sea TPO Board Meeting
September 28, 2022 at 9:00 a.m. EDT**

[Click here to join the meeting](#)

Meeting ID: 271 095 838 918

Passcode: sjSdAb

[Download Teams](#) | [Join on the web](#)

Or call in (audio only)

+1 561-484-5911 243787389# United States, West Palm Beach

Phone Conference ID: 243 787 389#

Volusia County Council Vice Chair Barbara Girtman, Chairperson Presiding

- I. CALL TO ORDER / ROLL CALL / DETERMINATION OF A QUORUM**
- II. PLEDGE OF ALLEGIANCE**
- III. PUBLIC COMMENT/PARTICIPATION** *(Public comments may be limited to three (3) minutes at the discretion of the Chairperson)*
- IV. CONSENT AGENDA**
 - A. AUGUST 24, 2022 RIVER TO SEA TPO BOARD MEETING MINUTES** *(Contact: Debbie Stewart) (Enclosure, pages)*

Beverly Beach
Bunnell
Daytona Beach
Daytona Beach Shores

DeBary
DeLand
Deltona
Edgewater

Flagler Beach
Flagler County
Holly Hill
Lake Helen

28

New Smyrna Beach
Oak Hill
Orange City
Ormond Beach

Palm Coast
Pierson
Ponce Inlet
Port Orange

South Daytona
Volusia County

IV. CONSENT AGENDA (Continued)

- B. TREASURER'S REPORT** (Contact: Colleen Nicoulin) (Enclosure, pages)
- C. BICYCLE/PEDESTRIAN ADVISORY COMMITTEE REPORT** -- Report by Dr. Jason Aufdenberg, BPAC Chairperson (Enclosure, pages)
- D. CITIZENS ADVISORY COMMITTEE REPORT** -- Report by Ms. Kerry Karl, CAC Chairperson (Enclosure, pages)
- E. TECHNICAL COORDINATING COMMITTEE REPORT** -- Report by Mr. Brian Walker, TCC Chairperson (Enclosure, pages)
- F. RIVER TO SEA TPO BOARD REPORT** -- Report by Volusia County Council Vice Chair Barbara Girtman, TPO Board Chairperson (Enclosure, pages)
- G. EXECUTIVE DIRECTOR TIMESHEET REVIEW REPORT** -- Report by Volusia County Council Vice Chair Barbara Girtman, TPO Board Chairperson (Enclosure, pages)
- H. REVIEW AND APPROVAL OF THE FLAGLER COUNTY TRANSIT DEVELOPMENT PLAN (TDP) LETTER OF COORDINATION** (Contact: Stephan Harris) (Enclosure, pages)

V. ACTION ITEMS

- A. REVIEW AND APPROVAL OF RESOLUTION 2022-19 AMENDING THE CONNECT 2045 LONG RANGE TRANSPORTATION PLAN (LRTP) (ROLL CALL VOTE REQUIRED)** (Contact: Colleen Nicoulin) (Enclosure, pages)
- B. REVIEW AND APPROVAL OF RESOLUTION 2022-20 AMENDING THE FY 2022/23 TO 2026/27 TRANSPORTATION IMPROVEMENT PROGRAM (TIP) (ROLL CALL VOTE REQUIRED)** (Contact: Colleen Nicoulin) (Enclosure, pages)

VI. PRESENTATIONS, STATUS REPORTS AND DISCUSSION ITEMS

- A. PRESENTATION AND DISCUSSION OF THE RIVER TO SEA TPO'S PROJECT PRIORITIZATION PROCESS** (Contact: Colleen Nicoulin) (Enclosure, pages)
- B. PRESENTATION AND DISCUSSION OF THE DRAFT FY 2021/22 PUBLIC INVOLVEMENT ACTIVITIES SUMMARY** (Contact: Pam Blankenship) (Enclosure, pages)
- C. FDOT REPORT** (Contact: Anna Taylor, FDOT District 5) (Enclosure, pages)

VII. INTERIM EXECUTIVE DIRECTOR'S REPORT (page)

VIII. RIVER TO SEA TPO BOARD MEMBER COMMENTS

IX. RIVER TO SEA TPO CHAIRPERSON COMMENTS

X. INFORMATION ITEMS (Enclosure, pages)

- Bicycle/ Advisory Committee Attendance Record – 2022
- Citizens Advisory Committee Attendance Record – 2022
- Technical Coordinating Committee Attendance Record– 2022
- August/September 2022 TPO Outreach and Activities
- Volusia and Flagler County Construction Reports

XI. ADJOURNMENT (Enclosure, page)

The next River to Sea TPO Board meeting will be October 26, 2022

October 2022 Meeting Dates

Executive Committee, October 5, 2022 @ 9:00 a.m.

Transportation Disadvantaged Local Coordinating Board, October 12, 2022 @ 11:00 a.m.

Bicycle/Pedestrian Advisory Committee, October 12, 2022 @ 2:00 p.m.

Citizens Advisory Committee, October 18, 2022 @ 1:15 p.m.

Technical Coordinating Committee, October 18, 2022 @ 3:00 p.m.

River to Sea TPO Board, October 28, 2022 @ 9:00 a.m.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the River to Sea TPO office, 2570 W. International Speedway Blvd., Suite 100, Daytona Beach, Florida 32114-8145; (386) 226-0422, extension 20416, at least five (5) working days prior to the meeting date.

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

The River to Sea TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.r2ctpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386-226-0422, extension 20416, or pblankenship@r2ctpo.org.