

**Citizens' Advisory Committee (CAC)
Meeting Minutes
September 19, 2023**

CAC Members Physically Present:

Shawn Collins
John MacFarlane
Janet Deyette
Greg Feldman, Vice Chairperson
Gilles Blais
David McKenna
Bob Storke
Fred Heyne
Bobby Ball
Katheryn Meagher
Dave Castagnacci, Chairperson
Edie Biro
Hamid Tabassian (non-voting)
Rakinya Hinson (non-voting advisor)

CAC Members Virtually Present:

Emily Nice
Omar Atallah (non-voting)
Jay Williamson (non-voting)

CAC Members Absent:

Kerry Karl (excused)
Bliss Jamison
Rebecca Crews
Ed Fendley
Trevor Martin
Rick Basso
Mark Stancel (excused)
Susan Elliott
Paul Martel
Wayne Josvai (excused)
Elizabeth Alicia Lendian
Patricia Lipovsky

Others Physically Present:

Pamela Blankenship, Recording Secretary
Colleen Nicoulin
Stephan Harris
Jonathan Scarfe

Others Virtually Present:

Donna King

Representing:

Daytona Beach
DeBary
Deltona
Flagler County
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Port Orange
South Daytona
Volusia County Chair
Votran (CTC)
Flagler County Traffic Engineering
FDOT

Representing:

Daytona Beach Alternate
Volusia County Traffic Engineering
Volusia County Traffic Engineering

Representing:

DeLand
Edgewater
Edgewater Alternate
Flagler Beach
Flagler County Transit
Lake Helen
Palm Coast
Pierson
Ponce Inlet Alternate
Ponce Inlet
Volusia County At Large
Volusia County District 2

Representing:

TPO Staff
TPO Staff
TPO Staff
FDOT

Representing:

TPO Staff

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

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

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

The Pledge of Allegiance was given.

II. Public Comment/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the August 15, 2023 CAC Minutes

MOTION: *A motion was made by Mr. Blais to approve the August 15, 2023 CAC minutes. The motion was seconded by Mr. Storke and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of TPO Apportionment Plan Scenarios

(Handouts provided)

Ms. Nicoulin explained what the TPO apportionment is. She discussed the different potential scenarios which include the areas that the TPO covers, and the urban boundaries that are redefined. She explained the three scenarios; one would smooth the new urban boundaries; one would include an expansion west of US 1 within the boundary of municipal Palm Coast and their westward expansion of the city as well as including all of option one. Palm Coast is favorable with this option. The third option would include all of Flagler County. Flagler County will be discussing their options with the Board of County Commissioners in the next two weeks. Currently, the TPO covers all of Volusia County and the urbanized areas east of US 1 in Flagler County along with Flagler Beach and Beverly Beach. She also discussed the voting membership and potential scenarios for voting representation. The scenario and voting structure approved by the TPO Board must be submitted to the state by November 14, 2023.

B. Presentation and Discussion of Florida Sunshine Law Refresher

Ms. Blankenship gave a PowerPoint presentation on Florida Sunshine Law. She discussed the four basic requirements of the Sunshine Law and the purpose of the law. She gave detailed examples of general violations and noted the penalties for unintentional and intentional violations.

Members asked questions regarding what can and cannot be discussed in private and in public, things that might be considered personal gain, and things that might be considered a conflict of interest. Ms. Blankenship asked the members to contact the TPO directly with any further questions or concerns.

C. Presentation and Discussion of TPO FY 2022/23 Public Outreach Summary

Ms. Blankenship gave a PowerPoint presentation on the TPO FY 2022/23 Public Outreach. She gave statistics on the attendance of all the advisory committees of the TPO; the TPO's website; and social media platforms. She

mentioned that the TPO's monthly newsletter goes out to an average of 675 different organizations. Last year, the TPO attended 31 outreach events which is a 29% increase over the previous year. She provided highlights of some of the different outreach events the FDOT attended during the last year and noted that the TPO partnered with FDOT for a lot of those events.

D. FDOT Report

Ms. Rakinya Hinson, FDOT, stated the FDOT report was provided in the agenda. She referred the members to www.cflroads.com for the most up-to-date project information and noted she was available for any questions. She noted that they have not received the allocations for the upcoming year yet, but FDOT is working to make sure they have all the information on the projects to be funded. She announced a SR 44 public meeting on October 5 at 5:30 pm; the LPGA public hearing on October 11 @ 5:30 pm; and the Work Program Public Hearing the week of October 16.

Mr. Collins asked if there was a possibility of impacts on projects with the potential government shutdown.

Ms. Hinson responded not yet, but there could be some depending on what happens.

Ms. Hinson introduced Mr. Jonathan Scarfe, FDOT MPO Liaison Administrator, and announced that she will be leaving FDOT.

E. Volusia and Flagler County Construction Reports

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

V. Staff Comments

Ms. Nicoulin noted that the Work Program Public Hearing will be in person and online.

VI. CAC Member Comments

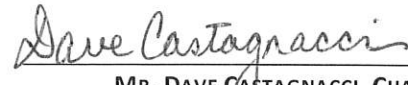
Members made comments regarding the percentage of vacancies and what jurisdictions have vacancies; how already approved projects would be affected by bringing all of Flagler County under the TPO, i.e., falling under the purview of the TPO or being considered already done; and that SR 11 is supposed to be getting paved in Flagler County from the Volusia County line to US 1, and if the TPO was a part of that project and how it was funded.

VII. Information Items

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

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:43 p.m.



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

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the River to Sea TPO certified that the foregoing is a true and correct copy of the minutes of the September 19, 2023 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 17th day of October 2023.



DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the September 19, 2023 CAC meeting is available upon request.**