



River to Sea CAC & TCC Meetings

September 19, 2023

1:15 p.m. (CAC) & 3:00 p.m. (TCC)



**CAC/TCC Meetings
September 19, 2023**

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





**CAC/TCC Meetings
September 19, 2023**

II. Public Comment/Participation



CAC/TCC Meetings September 19, 2023

III. ACTION ITEMS

A. REVIEW AND APPROVAL OF THE AUGUST 15, 2023 CAC/TCC MEETING MINUTES



CAC/TCC Meetings September 19, 2023

IV. PRESENTATION, STATUS REPORTS, AND DISCUSSION ITEMS

A. PRESENTATION AND DISCUSSION OF TPO APPORTIONMENT PLAN SCENARIOS



CAC/TCC Meetings September 19, 2023

IV. PRESENTATION, STATUS REPORTS, AND DISCUSSION ITEMS

B. PRESENTATION AND DISCUSSION OF FLORIDA SUNSHINE LAW REFRESHER



Florida Sunshine Law

Presentation to the CAC/TCC
September 13, 2023

Four Basic Requirements

- 1 Meetings of boards or commissions must be open to the public
- 2 Reasonable notice of such meetings must be given
- 3 Meeting minutes must be taken
- 4 Venue must be accessible

SUNSHINE LAW PURPOSE

The purpose of the Sunshine Law is to ensure that decisions by public bodies are made in an open forum accessible to members of the public.

Myers v. News-Press Publishing Company, Inc., 514 So.2d 408 (Fla. 2nd DCA 1987).

“Decisions” are official actions which may include, but are not limited to:

- * Recommendations
- * Discussions
- * Deliberations

Florida Sunshine Law

PUBLIC MEETINGS:

(F.S. 286.011)

“All meetings of any board or commission of any state agency or authority or of any agency or authority of any county, municipal corporation...at which official acts are to be taken.”



Florida Sunshine Law

WHAT IS A MEETING:

1. Any gathering, formal or informal, of two or more members of the same body to discuss some matter on which it is foreseeable that action will be taken by the body at some future point
2. Discussions and deliberations, as well as formal action taken by a body (Interactive communication)
3. No requirement that a quorum be present





River to Sea TPO Board and Advisory Committees

Advisory Boards (committees) created pursuant to law or ordinance or otherwise established by public agencies **are subject to the Sunshine Law**

This applies equally to elected or appointed boards or commissions



Florida Sunshine Law

- ▶ Discussions between two or more members about topics that might come up for action must take place in a **public meeting setting**
 - ✓ No discussions about potential action items in person, by phone, by email, by text messages, on social media, or by any other means of communication
- ▶ DO NOT USE “REPLY ALL”
- ▶ Must declare conflicts of interest

Florida Sunshine Law

While an individual board member is not prohibited from discussing board business with staff or a non-board member, these individuals may not be used as a liaison to communicate information between board members. For example, a board member cannot ask staff to poll the other board members to determine their views on a board issue.



Florida Sunshine Law

Penalties

Any member of a board, commission, committee, or agency who **knowingly violates** the Sunshine Law is guilty of a misdemeanor of the second degree:

- ✓ Persons convicted of this may be sentenced to jail for up to 60 days and/or fined up to \$500
- ✓ An **unintentional violation** in a non-criminal infraction punishable by a fine of not more than \$500



Questions?

Pamela Blankenship
TPO Community Outreach
Coordinator/Title VI Coordinator
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386.226.0422 ext. 20416



CAC/TCC Meetings
September 19, 2023

IV. PRESENTATION, STATUS REPORTS, AND DISCUSSION ITEMS
C. PRESENTATION AND DISCUSSION OF TPO FY 2022/23
PUBLIC OUTREACH SUMMARY

FY 2022/23

River to Sea TPO

Public Outreach Report

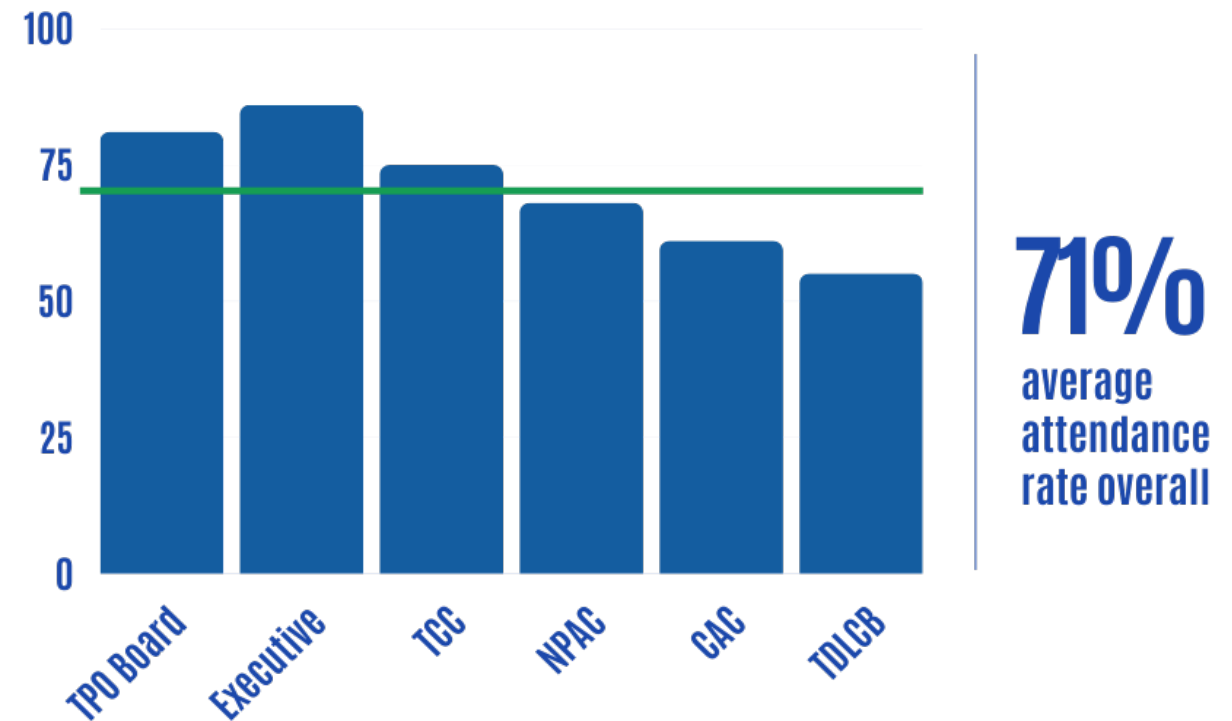


September 2023

Committee/Board Meetings

- ▶ 80% attendance rate goal
 - ▶ Executive Committee: 86%
 - ▶ TPO Board: 81%
 - ▶ TCC: 75%
 - ▶ BPAC: 68%
 - ▶ CAC: 61%
 - ▶ TDLCB: 55%
- ▶ All meetings obtained a quorum

A LOOK AT OUR NUMBERS



ATTENDANCE RATE FOR TPO BOARD AND ADVISORY COMMITTEES



Committee/Board Meetings

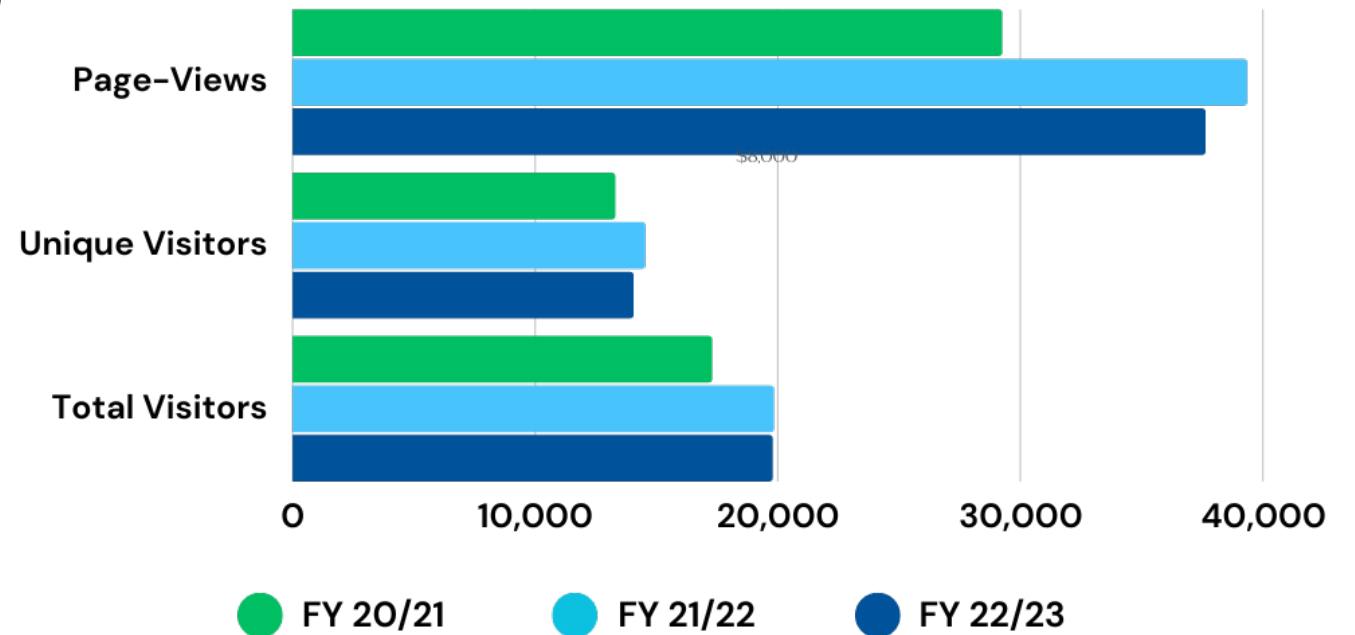
Vacancies

- ▶ TPO Board: 0%
- ▶ Exec Committee: 0%
- ▶ TDLCB: 0%
- ▶ TCC: 22%
- ▶ CAC: 24%
- ▶ BPAC: 25%

TPO Website

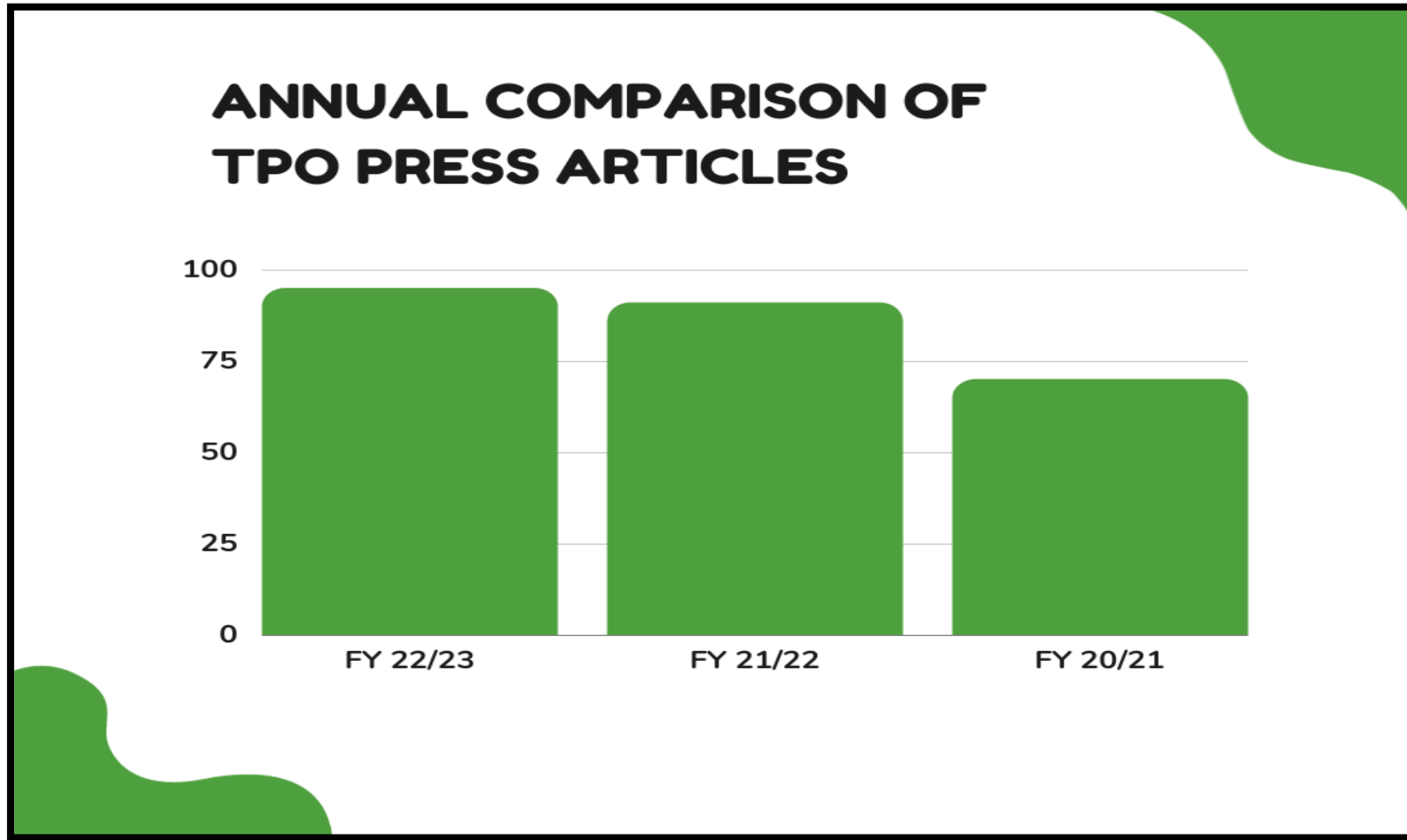
- ▶ www.R2CTPO.org
- ▶ 19,751 visitors
 - ▶ 14,019 new users
- ▶ 37,583 page-views
- ▶ Most visited page: home page
- ▶ 2nd most visited page: Bicycle Suitability Maps (most downloaded item)
- ▶ 3rd most visited page: TPO Staff

Website Statistics Comparison for FY 2020-2023



Media, News Releases, Articles

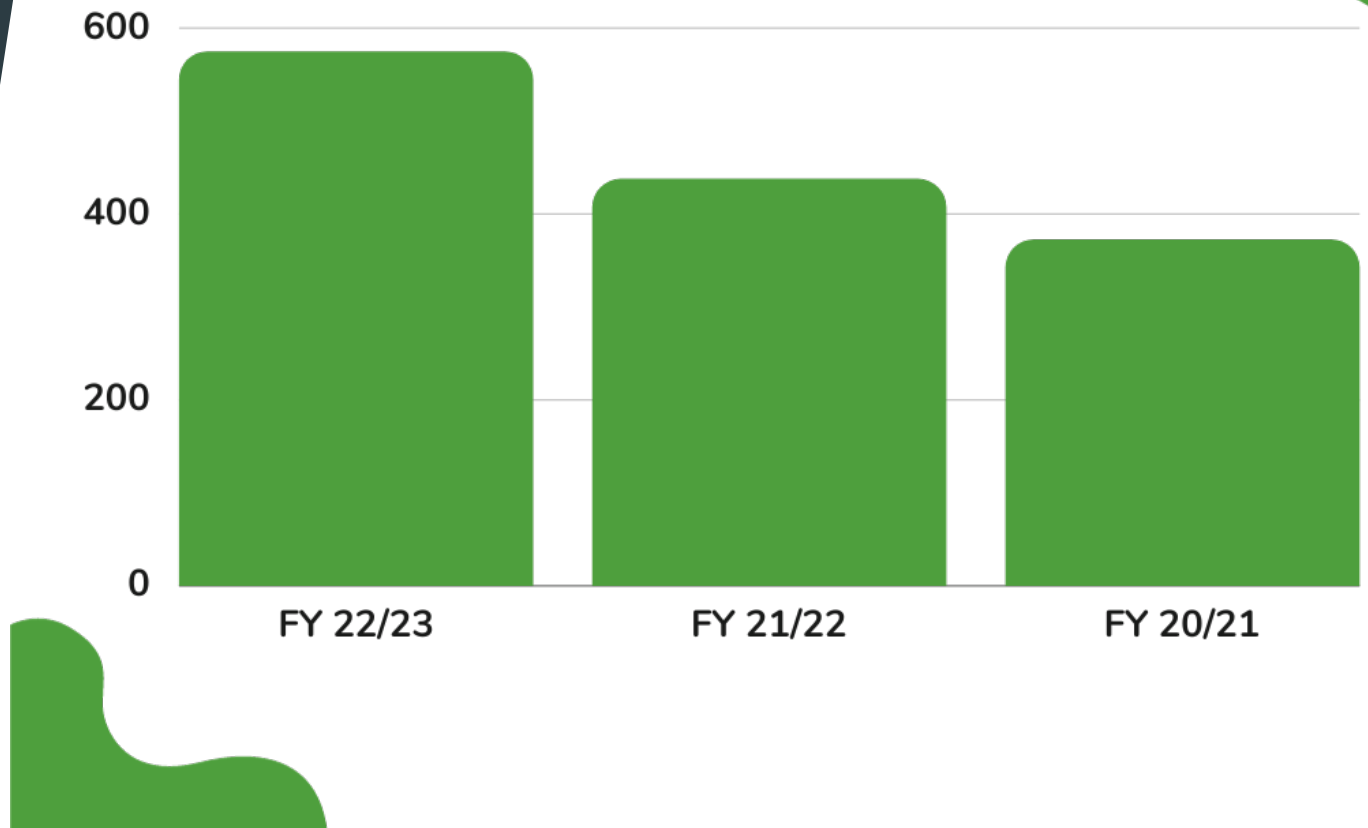
TPO Scrapbook: 95 news articles/media mentions in FY 22/23



Facebook

- ▶ www.Facebook.com/RivertoSeaTPO
- ▶ 574 followers
- ▶ Individual posts reached between 60 to 5,152 people
- ▶ 175 posts reaching 22,182 people

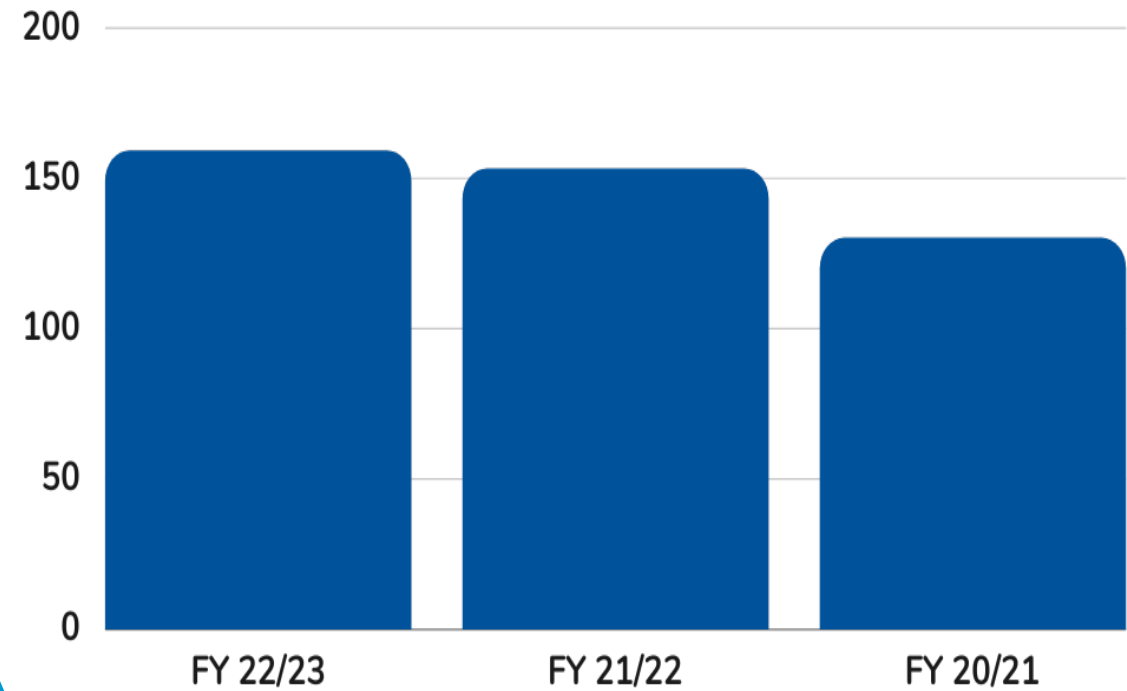
FACEBOOK FOLLOWERS



Twitter

- ▶ www.Twitter.com/TelltheTPO
- ▶ 159 Followers
- ▶ 165 posts resulted in 16,457 impressions

TWITTER FOLLOWERS



Constant Contact Newsletter



- ▶ TPO Transportation Talk
- ▶ Sent to an average of 675 individuals, cities, counties, and organizations
- ▶ Average Open Rate: 32-39% (the number of emails opened vs. the number sent)
 - ▶ Transportation-related industries' average open rate is 26.63%
- ▶ Covers a variety of topics including Florida Bike Month, bicycle/pedestrian safety tips, transportation-related news of interest, and TPO activities

Outreach & Events



Thirty-one (31) Community Outreach Events in FY 22/23 (an increase of 29% over the prior fiscal year)

► **Partnered with FDOT for:**

- **Mobility Week**
- **Love to Ride Challenge**
- **Bicycle Lane Design Contest**
- **National Bicycle Month Kick-Off Press Conference**
- **Bunnell Health Fair**
- **Flagler County Buck Slip**

Flagler County Buck Slip

- ▶ Partnered with FDOT for the design and development of a buck slip
- ▶ In all Flagler County Tax Registration Renewals
- ▶ Over 70,000 mailings over a one-year period





FACT FAIRS

- ▶ Families & Communities Together (FACT)
- ▶ Promote bicycle/pedestrian/driver safety
- ▶ Provide information on Distracted Driving
 - ▶ DeLand High School
 - ▶ Campbell Middle School
 - ▶ Heritage Middle School
 - ▶ New Smyrna Beach High School



TPO Open House & Toy Drive

- ▶ More than 110 toys and gift cards were collected and donated to the Department of Children & Families



ANNUAL TPO HOLIDAY OPEN HOUSE & TOY DRIVE

🎀 WEDNESDAY, DECEMBER 7, 2022 🎀

4:00 P.M. - 6:00 P.M.

Don't forget to bring a new, unwrapped gift for an infant, child, or teen to benefit the Department of Children and Families

LIGHT REFRESHMENTS WILL BE SERVED

RIVER TO SEA TPO CONFERENCE ROOM

2570 W. INTERNATIONAL SPEEDWAY BLVD.
SUITE 100
DAYTONA BEACH, FL 32114

RSVP to
PBLANKENSHIP@R2CTPO.ORG



Port Orange Family Days

- Focused on educating people about bicycle and pedestrian safety
- Fit and donated 267 bicycle helmets



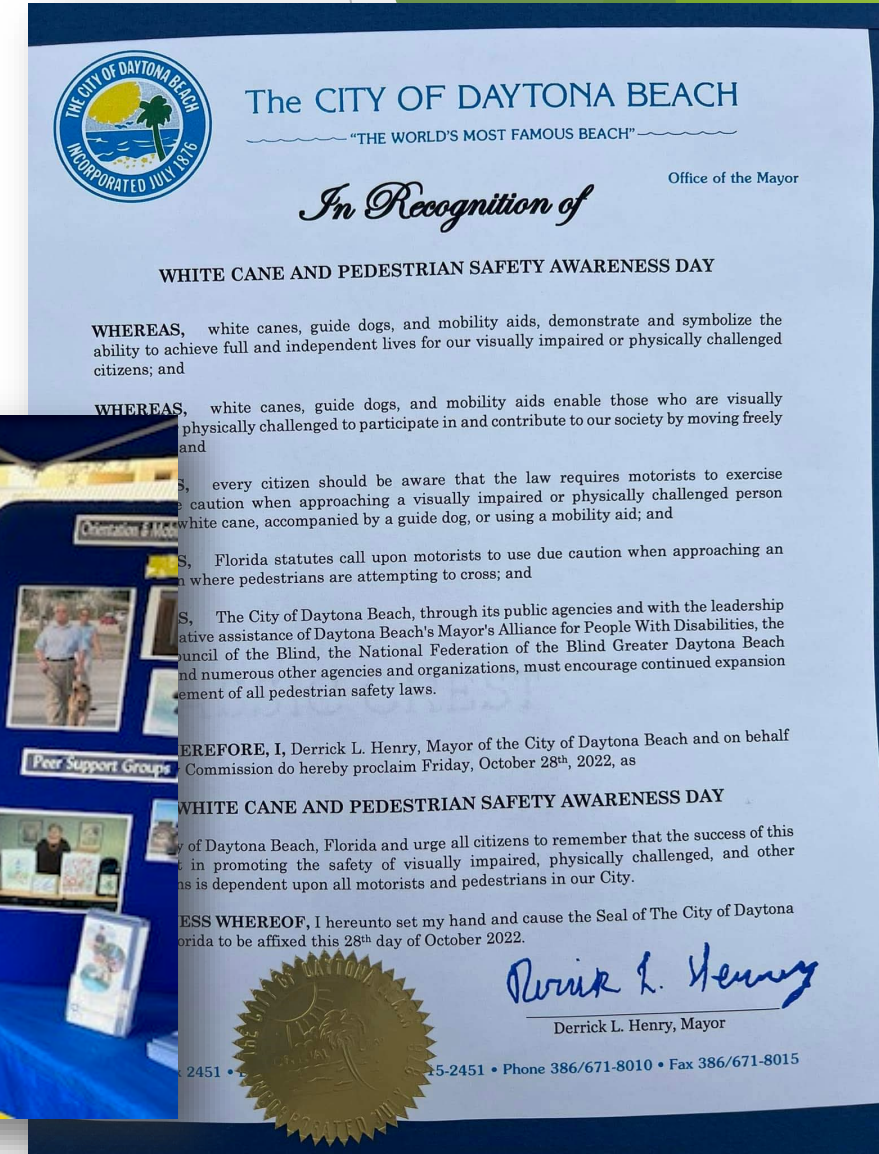
Flagler County Helmet Fittings

- ▶ 21st Century Community Learning Camp (CLCC): 117 helmets
- ▶ Flagler County Summer Camp: 125 helmets
- ▶ Vincent's Clubhouse: 12 helmets



White Cane & Pedestrian Safety Awareness Day

- ▶ Proclamation by the City of Daytona Beach on October 28, 2022
- ▶ TPO staffed a table with safety information
- ▶ Walk blindfolded across an intersection



Health Fairs & Summits

- ▶ Department of Health Family Fun Fair – Deltona – partnered with reThink Your Commute
- ▶ Bunnell Health Fair – partnered with FDOT
- ▶ One Voice Volusia Health & Human Services Summit



What's Next?

- ▶ **Safe Streets and Roads for All Grant – Comprehensive Safety Action Plan Development**
 - ▶ Target Zero
- ▶ **College Pilot Project for Distracted Driving with FDOT**
- ▶ **Partnership with Homeless Shelters – bicycle/pedestrian safety**
- ▶ **Library Partnerships for helmets**
 - ▶ Deltona Library
 - ▶ DeBary Library
 - ▶ John H Dickerson Library
 - ▶ Hope Place Library



Questions?

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CAC/TCC Meetings September 19, 2023

IV. PRESENTATION, STATUS REPORTS, AND DISCUSSION ITEMS

D. FDOT REPORT



CAC/TCC Meetings
September 19, 2023

IV. PRESENTATION, STATUS REPORTS, AND DISCUSSION ITEMS
E. VOLUSIA COUNTY AND FLAGLER COUNTY
CONSTRUCTION REPORTS



CAC/TCC Meetings September 19, 2023

V. STAFF COMMENTS



CAC/TCC Meetings September 19, 2023

VI. CAC/TCC MEMBER COMMENTS



CAC/TCC Meetings September 19, 2023

VII. INFORMATION ITEMS

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



**CAC/TCC Meetings
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VIII. ADJOURNMENT

The next CAC & TCC meetings will be on October 17, 2023