

**Citizens' Advisory Committee (CAC)
Meeting Minutes
September 20, 2022**

CAC Members Physically Present:

Shawn Collins
Kerry Karl, Chairperson
Greg Feldman
Gilles Blais
Bob Storke
Fred Heyne
Alan Peterson
Paul Martel
Edie Biro
Elizabeth Alicia Lendian
Sean Castello (non-voting)
Anna Taylor (non-voting)

CAC Members Virtually Present:

Emily Nice
Erika Benfield
Ed Fendley
Nora Jane Gillespie
Sue Elliott
Joe Villanella
Bobby Ball

CAC Members Absent:

Janet Deyette (excused)
Faith Alkhatib (non-voting)
Tisha Peterson
Rick Basso
Jack Delaney
Dave Castagnacci, Vice Chairperson (excused)
Patricia Lipovsky

Others Physically Present:

Colleen Nicoulin
Stephan Harris

Others Virtually Present:

Debbie Stewart, Recording Secretary
Pamela Blankenship
Jay Williams

Representing:

Daytona Beach
DeLand
Flagler County
Holly Hill
Orange City
Ormond Beach
Palm Coast
Pierson Alternate
Votran (CTC)
Volusia County At Large
Volusia County Traffic Engineering
FDOT

Representing:

Daytona Beach Alternate
DeBary
Flagler Beach
New Smyrna Beach
Pierson
Ponce Inlet
Port Orange

Representing:

Deltona
Flagler County Traffic Engineering
Flagler County Public Transportation
Lake Helen
South Daytona
Volusia County Chair
Volusia County D-2

Representing:

TPO Staff
TPO Staff

Representing:

TPO Staff
TPO Staff
Volusia County Traffic Engineering

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

Chairperson Kerry Karl 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. Due to the COVID-19 virus, the meeting was held in a hybrid format with ten voting and two non-voting members physically present; and six voting and one non-voting member virtually present.

MOTION: *A motion was made by Mr. Martel 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 16, 2022 CAC Minutes

MOTION: *A motion was made by Mr. Feldman to approve the August 16, 2022 CAC minutes. The motion was seconded by Mr. Storke and carried unanimously.*

B. Review and Recommend Approval of Resolution 2022-## Amending the Connect 2045 Long Range Transportation Plan (LRTP) (Roll Call Vote Required)

Ms. Nicoulin stated this LRTP amendment adds funding to a project already in the LRTP; it advances construction funding to the current year band of 2021 to 2025 for the Flagler Central Commerce Parkway Connector from US 1 to SR 100. Funding was received through an appropriation from the Florida Legislature and it is coming from the state's general fund. It is not displacing any project currently in the Work Program. The amendment is open for public comment. One comment was received via email in support of the project and citing the benefits it will provide to the area; she read the comment.

Mr. Peterson commented that although he agrees with the benefits of this project, it is different from other projects because it is going through private land that is environmentally sensitive. He is reluctantly supporting it. He is curious about where the money is coming from. If the funding is coming from FDOT's budget, it will hurt a project somewhere in the state.

Ms. Taylor explained that Flagler County filed this project as a bill during the last legislative session; it is being funded through the state's general revenue fund; the funding type is listed as GR23. It is not FDOT's money but is state money on top of what FDOT already has budgeted for the project. This is the first year the legislature has funded a project outside of FDOT funds.

Mr. Feldman stated this new road will provide better access to the new sheriff's headquarters and the new regional library; it will open areas for both residential and commercial development which is needed in Bunnell. It will also relieve traffic through Bunnell.

MOTION: *A motion was made by Mr. Storke to recommend approval of Resolution 2022-## amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Mr. Feldman and carried unanimously by a roll call vote.*

C. Review and Recommend Approval of Resolution 2022-## Amending the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP) (Roll Call Vote Required)

Ms. Nicoulin stated this TIP amendment supports the project that was just amended into the LRTP and is amending the project into the current year of the TIP.

MOTION: *A motion was made by Mr. Martel to recommend approval of Resolution 2022-## amending the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP). The motion was seconded by Mr. Heyne and carried unanimously by a roll call vote.*

IV. Presentation Items

A. Presentation and Discussion of the River to Sea TPO's Project Prioritization Process

Ms. Nicoulin stated every year the TPO reviews the project prioritization process and the three guiding resolutions prior to opening the next Call for Projects. The resolutions guide how we spend our set aside funds, establish project categories and rankings, and delineates the local match and project cost increases. The TPO

accepts project applications for traffic operations/safety and bicycle/pedestrian projects for feasibility studies and project implementation. The TPO also accepts applications for planning studies but we currently do not have dedicated funding for those so we have been working with FDOT to fund them. She reviewed the flow chart of the process and how it ties into the TIP and FDOT's Work Program. The process, project applications and resolutions are reviewed each year for any issues that may have come up during the previous cycle. The Call for Projects has opened in early December for the past two years to allow project applicants additional time to prepare their applications. The TIP Subcommittee and BPAC Project Review Subcommittee convene after the process closes to review and rank the project applications; they are ranked based on the set criteria within the applications. She reviewed the process the priority lists undergo and the three guiding resolutions. TPO staff will be scheduling the subcommittee meetings for the beginning of October to review these resolutions and project applications.

Mr. Collins asked for clarification that the implementation of planning studies is passed on to FDOT; if the policy is to direct management of the planning studies to FDOT.

Ms. Nicoulin replied yes; the TPO does not currently have SU funds for planning studies; FDOT does at times have funds for planning studies. It is more difficult to fund the studies if we do not have a prioritized list. The Mason Avenue Corridor study that is currently underway is the number one project on the planning study list and FDOT is funding and managing it.

Mr. Collins stated he understands the process FDOT uses to choose consultants but if these projects are coming from the TPO's process, the management of them should be locally-driven. He believes that any planning study that comes from the TPO should have local control. If the funding is dedicated to Volusia County, they should have control of the study.

Ms. Nicoulin explained that the TPO does not have a funding source for planning studies. The TPO works with FDOT on a number of projects, especially those on state roads to leverage state funding. FDOT can manage any project on our priority list if it is on a state road; not just planning studies. The TPO has very limited funds so if projects are on the statewide system, we coordinate with FDOT. The TPO cannot use local preference when selecting a consultant with federal funds.

Members continued to discuss the process and guiding resolutions. Changing the allocation percentages was discussed changed since traffic operations projects tend to be more expensive than bicycle/pedestrian projects. That will be discussed at the TIP Subcommittee meeting and more information and background can be provided then. Mr. Collins asked to be added to the TIP Subcommittee.

MOTION: A motion was made by Mr. Storke to appoint Mr. Shawn Collins to the TIP Subcommittee. The motion was seconded by Mr. Peterson and carried unanimously.

B. Presentation and Discussion of the Draft FY 2021/22 Public Involvement Activities Summary

Ms. Blankenship gave a PowerPoint presentation of the draft FY 2021/22 Public Involvement Activities Summary. She explained the effects COVID-19 had on the TPO's outreach over the last fiscal year. She reviewed the committee and TPO Board meeting attendance; the goal is 80% attendance but the average was 76%. Only the Executive Committee achieved the goal. She reviewed the media, news releases and news articles that mentioned the TPO in FY 2021/22; there were more news articles this year compared to previous years. She explained the various social media platforms the TPO uses including the TPO website, Facebook and Twitter pages. In 2021, the TPO implemented a monthly Constant Contact Newsletter that is sent to an average of 665 individuals, cities, counties, organizations, committee and board members, etc.; it covers a variety of transportation, bicycle/pedestrian, and safety-related topics. The TPO participated in 22 community outreach events in FY 2021/22 and partnered with FDOT for several events including Mobility Week and the Florida Love to Ride Challenge. The TPO held its annual Open House and Toy Drive in December and collected more than 155 toys and gift cards for the Department of Children and Families; it will be held in December again this year. Regarding the next steps, the TPO will focus on 3 "Cs"; communication, collaboration and community. Communication and collaboration with our stakeholders, partners and the public by increasing the TPO's presence within the community. We have several activities planned for the fall and are working on scheduling

more; staff will be at Port Orange Family Days to fit helmets; FDOT will be assisting since the TPO has limited staff. The TPO is also working with Ms. Ardito on an event on November 18, 2022 at DeBary Hall and the Florida Love to Ride Challenge is also coming up. She will have more information regarding these events next month.

Mr. Collins commented he is impressed with what the TPO has done and asked if meetings have been live broadcast on Facebook Live. He believes the elected officials would like to see the meetings broadcast live and Facebook Live is free. He would expect more participation if they were.

Ms. Blankenship replied no, we have not done that but she will look into it.

Chairperson Karl stated members that have the Next Door app could share information about the TPO especially when we are seeking public input. She asked what kind of input is helpful; it would be helpful to know what type of input is needed or what the public would have an influence on; if they could have input on prioritizing projects.

Ms. Blankenship replied it would help to know what is the most effective way to gather public input; whether it be through social media or at public meetings. It would be helpful to know what would get the public involved.

Ms. Nicoulin added that all of the TPO's meetings are open to the public and they can provide comments during the public comment period. Projects are submitted by member local governments. Members of the BPAC and CAC work closely with the agencies they are appointed by to identify projects for submittal; the public cannot submit projects. She suggested members get involved with the community they represent to discuss projects. She reminded members that the TPO is only one funding source for projects and that the cities have other funding sources. Each CAC member is appointed by a board member; there are vacancies on the advisory committees so if someone is interested in serving, TPO staff can facilitate it.

Members discussed the presentation and the various ways to reach the community. It was questioned if public meetings for particular projects are effective; sometimes they are and sometimes they are not. It was noted that new city council members do not always know who or what the TPO is. It was suggested that newly elected officials be invited to TPO meetings to understand what we do and how to get projects completed.

Ms. Nicoulin noted that she meets individually with new board members to explain their roles, discuss the various advisory committees, if there are vacancies they need to fill, and provide follow-up information. She is working to develop good relationships with the TPO Board members. She noted that with the upcoming election, the TPO Board members could change.

Ms. Lendian referred to the roundabout project at Victoria Park and commented she receives a lot of feedback about accidents and near accidents; people are complaining to Sheriff Chitwood who is not the right person. It was suggested to add blinking lights around the yield sign at that location.

Ms. Nicoulin replied that is a county project. Comments can always be brought to the TPO and staff can direct them to the correct agency.

Discussion continued. It was suggested to have an app like Volusia County has; it is a useful, inexpensive way to provide information.

C. FDOT Report

Ms. Taylor announced this week is Rail Safety Week and FDOT is bringing railroad crossing awareness with an online campaign and increased police presence at SunRail crossings by handing out safety materials and enforcing traffic laws. FDOT has started the Work Program development cycle and has tentatively scheduled the Work Program public hearing for the week of December 5 - 9, 2022 with an in-person meeting on Tuesday, December 6, 2022.

D. Volusia and Flagler County Construction Reports

Mr. Castello gave the Volusia County Construction Report and noted new projects are underlined.

The Flagler County Construction Report was provided in the agenda.

V. Staff Comments

Ms. Nicoulin referred to the Work Program and stated the TPO has been working with the local governments to program projects into this cycle; FDOT has held several intake meetings with project sponsors. She announced that last week the TPO submitted the Safe Streets for All (SS4A) grant application.

VI. CAC Member Comments

Mr. Martel asked members to please raise their voices when speaking going forward.

Ms. Lendian announced DeLeon Springs State Park is celebrating it's 40th anniversary on October 15, 2022 from 11:00 am to 2:00 pm; there will be food, music and activities for the kids.

Mr. Storke stated that each CAC member was appointed by a city council member and they should be getting back to them with what happens here; he provides a letter each month on what has occurred to his council member to keep them informed.

VII. Information Items

- CAC & TCC Attendance Records
- August/September TPO Outreach and Events
- TPO Board Meeting Report
- Love to Ride Florida Challenge
- Save the Date for Mobility Week 2022

VIII. Adjournment

There being no further business, the CAC meeting adjourned at 2:25 p.m.

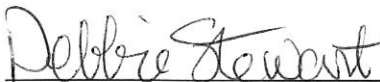
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



**MR. DAVE CASTAGNACCI, VICE 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 20, 2022 regular meeting of the Citizens' Advisory Committee (CAC), approved and duly signed this 18th day of October 2022.



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

**** A recording of the September 20, 2022 CAC meeting is available upon request.**

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)

CITIZENS ADVISORY COMMITTEE (CAC)

ROLL CALL VOTE – LRTP AMENDMENT

MEETING DATE: TUESDAY, SEPTEMBER 20, 2022
 MEETING TIME: 1:15 P.M.
 MEETING LOCATION: RIVER TO SEA TPO

QUORUM: 9 MEMBERS YES

REPRESENTING:

CAC MEMBER:

YES / NO

DAYTONA BEACH
 DELTONA

SHAWN COLLINS/EMILY NICE
 JANET DEYETTE

☒ / ☐
☐ / ☐

DEBARY

ERIKA BENFIELD

☒ / ☐

DELAND

KERRY KARL

☒ / ☐

EDGEWATER

BLISS JAMISON *Rebecca Crews*

☒ / ☐

FLAGLER BEACH

ED FENDLEY

☒ / ☐

FLAGLER COUNTY

GREG FELDMAN/~~RICK BELHUMUER~~

☒ / ☐

HOLLY HILL

GILLES BLAIS

☒ / ☐

LAKE HELEN

RICK BASSO

☐ / ☐

NEW SMYRNA BEACH

NORA JANE GILLESPIE

☒ / ☐

ORANGE CITY

BOB STORKE

☒ / ☐

ORMOND BEACH

FRED HEYNE

☒ / ☐

PALM COAST

ALAN PETERSON

☒ / ☐

PONCE INLET

JOE VILLANELLA

☒ / ☐

PIERSON

SUSAN ELLIOTT

☒ / ☐

PAUL MARTEL (ALTERNATE)

☒ / ☐

PORT ORANGE

BOBBY BALL

☐ / ☐

SOUTH DAYTONA

JACK DELANEY

☐ / ☐

VOLUSIA COUNTY CHAIR

DAVE CASTAGNACCI

☐ / ☐

VOLUSIA COUNTY D-2

PATRICIA LIPOVSKY

☐ / ☐

VOLUSIA COUNTY AT LARGE

ELIZABETH LENDIAN

☒ / ☐

VOTRAN (CTC)

EDIE BIRO

☒ / ☐

FLAGLER COUNTY TRANSIT

TISHA PETERSON

☐ / ☐

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)
CITIZENS ADVISORY COMMITTEE (CAC)
ROLL CALL VOTE – TIP AMENDMENT

MEETING DATE: TUESDAY, SEPTEMBER 20, 2022
MEETING TIME: 1:15 P.M.
MEETING LOCATION: RIVER TO SEA TPO

QUORUM: 9 MEMBERS YES

<u>REPRESENTING:</u>	<u>CAC MEMBER:</u>	<u>YES</u> / <u>NO</u>
DAYTONA BEACH	SHAWN COLLINS/EMILY NICE	<input checked="" type="checkbox"/> / <input type="checkbox"/>
DELTONA	JANET DEYETTE	<input type="checkbox"/> / <input type="checkbox"/>
DEBARY	ERIKA BENFIELD	<input checked="" type="checkbox"/> / <input type="checkbox"/>
DELAND	KERRY KARL	<input checked="" type="checkbox"/> / <input type="checkbox"/>
EDGEWATER	BLISS JAMISON <i>Rebecca Crews</i>	<input checked="" type="checkbox"/> / <input type="checkbox"/>
FLAGLER BEACH	ED FENDLEY	<input checked="" type="checkbox"/> / <input type="checkbox"/>
FLAGLER COUNTY	GREG FELDMAN/ RICK BELHUMIER	<input checked="" type="checkbox"/> / <input type="checkbox"/>
HOLLY HILL	GILLES BLAIS	<input checked="" type="checkbox"/> / <input type="checkbox"/>
LAKE HELEN	RICK BASSO	<input type="checkbox"/> / <input checked="" type="checkbox"/>
NEW SMYRNA BEACH	NORA JANE GILLESPIE	<input checked="" type="checkbox"/> / <input type="checkbox"/>
ORANGE CITY	BOB STORKE	<input checked="" type="checkbox"/> / <input type="checkbox"/>
ORMOND BEACH	FRED HEYNE	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PALM COAST	ALAN PETERSON	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PONCE INLET	JOE VILLANELLA	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PIERSON	SUSAN ELLIOTT	<input checked="" type="checkbox"/> / <input type="checkbox"/>
	PAUL MARTEL (ALTERNATE)	<input checked="" type="checkbox"/> / <input type="checkbox"/>
PORT ORANGE	BOBBY BALL	<input checked="" type="checkbox"/> / <input type="checkbox"/>
SOUTH DAYTONA	JACK DELANEY	<input type="checkbox"/> / <input type="checkbox"/>
VOLUSIA COUNTY CHAIR	DAVE CASTAGNACCI	<input type="checkbox"/> / <input type="checkbox"/>
VOLUSIA COUNTY D-2	PATRICIA LIPOVSKY	<input type="checkbox"/> / <input type="checkbox"/>
VOLUSIA COUNTY AT LARGE	ELIZABETH LENDIAN	<input checked="" type="checkbox"/> / <input type="checkbox"/>
VOTRAN (CTC)	EDIE BIRO	<input checked="" type="checkbox"/> / <input type="checkbox"/>
FLAGLER COUNTY TRANSIT	TISHA PETERSON	<input type="checkbox"/> / <input type="checkbox"/>