

**Technical Coordinating Committee (TCC)  
Meeting Minutes  
September 20, 2022**

**TCC Members Physically Present:**

Marcus DePasquale  
Andrew Holmes  
Noel Eaton  
Steven Bapp  
Brian Walker, Chairperson  
Kyle Fegley  
Becky Mendez  
Shawn Finley  
Mark Karet  
Mike Disher, Vice Chairperson  
Becky Witte  
Edie Biro  
Sean Castello  
Anna Taylor (non-voting)

**TCC Members Virtually Present:**

Belinda Collins  
Rob Paradise  
Darren Lear  
Caryn Miller

**TCC Members Absent:**

Lee Evett  
Jose Papa (excused)  
Tim Burman (excused)  
Adam Mengel

**Others Physically Present:**

Colleen Nicoulin  
Stephan Harris  
Adam Mendenhall

**Others Virtually Present:**

Debbie Stewart, Recording Secretary  
Pam Blankenship  
Emily Nice  
Brian Woodworth  
Tony Nosse  
Jon Cheney

**Representing:**

Bunnell  
Daytona Beach  
Daytona Beach Shores  
DeBary  
Holly Hill  
New Smyrna Beach Alternate  
Orange City  
Ormond Beach  
Pierson  
Ponce Inlet  
South Daytona  
Votran  
Volusia County Traffic Engineering  
FDOT

**Representing:**

DeLand  
Deltona  
Edgewater  
Flagler Beach

**Representing:**

Lake Helen  
Palm Coast  
Port Orange  
F.C. Traffic Engineering

**Representing:**

TPO Staff  
TPO Staff  
Ponce Inlet

**Representing:**

TPO Staff  
TPO Staff  
CAC  
Daytona Beach Alternate  
FDOT  
Volusia County Traffic Engineering

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

Chairperson Walker called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:00 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 13 voting and one non-voting member physically present and four voting members virtually present.

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

The Pledge of Allegiance was given.

Chairperson Walker welcomed new TCC members Ms. Noel Eaton, Daytona Beach Shores, and Mr. Marcus DePasquale, Bunnell.

## II. Public Comments/Participation

There were no public comments.

## III. Action Items

### A. Review and Approval of the August 16, 2022 TCC Meeting Minutes

**MOTION:** *A motion was made by Ms. Eaton to approve the August 16, 2022 TCC meeting minutes. The motion was seconded by Mr. Karet 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 this year 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 until the TPO Board takes action next week. 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. There was a discussion regarding this project during the CAC meeting earlier today; one member was concerned that the road was opening up to the development of private land and favored a private developer. Another CAC member provided comments that this road will provide access to the new sheriff's office and new regional library and opens the area up to both residential and commercial use which is needed in this section of Flagler County. The CAC did pass a recommendation of approval by a roll call vote.

Ms. Mendez asked what the significance is of this action.

Ms. Nicoulin replied FDOT has to program this project in this current year and the TPO's documents must also reflect it.

**MOTION:** *A motion was made by Ms. Miller to recommend approval of Resolution 2022-## amending the Connect 2045 Long Range Transportation Plan (LRTP). The motion was seconded by Ms. Mendez 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. Disher to recommend approval of Resolution 2022-## amending the FY 2022/23 to 2026/27 Transportation Improvement Program (TIP). The motion was seconded by Mr. DePasquale 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 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 delineate local matches 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 and recommend any updates.

Ms. Miller asked if the process is for enhancement projects; not major highways, corridors, or state roads but smaller local roads. She asked how those projects are ranked.

Ms. Nicoulin replied that Complete Streets and/or sidewalk projects would come through the Call for Projects. Complete Streets projects may come in under the traffic operations category but if she has a particular project, it can be discussed and decided which category it fits in.

Members discussed the process, the resolutions, and the project applications. A mixed project must have at least 20% of bicycle/pedestrian components to fit in the traffic operations category. They discussed ranking projects for safety more heavily in reference to the Dangerous by Design Report that was discussed last month. Safety is a criterion already included in the applications but it may need to be weighted heavier. Any changes to the applications would be presented for a recommendation of approval to the CAC and TCC and approved by the TPO Board. The TPO sets the process but can contact FDOT for any suggestions they may have. FDOT does have safety funds for projects that are strictly safety. If there is an immediate safety issue, the TPO would coordinate with FDOT for their specific safety funds to get the project funded quicker; the TPO's process takes a long time. It was asked if there is a cost overrun, if the city has to match the 10% local match; the TPO would have to look at the reason for the cost increase. If additional funds are needed, then the local governments still have to match the 10% minimum on the additional funds. For any project phase that is not programmed, the TPO requires an annual cost estimate update. Members continued to discuss the process and project applications.

## **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%. 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. Regarding the next steps, the TPO will focus on the 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.

## **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 is holding project intake meetings; they have 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. They will be conducting a traffic study for the Orange Camp Road widening project from US 17/92 to MLK Boulevard.

The Flagler County Construction Report was provided in the agenda.

**V. Staff Comments**

Ms. Nicoulin announced the TPO, with Volusia and Flagler Counties, filed for the Safe Streets for All (SS4A) safety grant last week; Flagler County is representing the rural part of the county so it will cover the entire county. We requested funding to develop a Comprehensive Safety Action Plan. The intent is to identify projects for funding for future implementation. The grant provides funding for up to five years and has the potential to be extended. This first grant is to develop the action plan and then file for a grant for implementation.

Chairperson Walker asked how much grant funding the TPO requested.

Ms. Nicoulin replied the requested total is \$400,000; \$320,000 is the federal amount. Volusia County committed \$60,000 and Flagler County committed \$20,000 towards the 20% match.

**VI. TCC Member Comments**

There were no member comments.

**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 TCC meeting adjourned at 3:58 p.m.

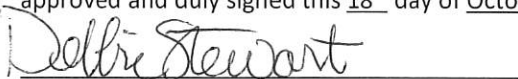
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



MR. BRIAN WALKER, CHAIRPERSON  
TECHNICAL COORDINATING COMMITTEE (TCC)

**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 Technical Coordinating Committee (TCC), approved and duly signed this 18<sup>th</sup> day of October 2022.



DEBBIE STEWART, RECORDING SECRETARY  
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

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

VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)  
 TECHNICAL COORDINATING COMMITTEE (TCC)

**ROLL CALL VOTE – LRTP AMENDMENT**

MEETING DATE: TUESDAY, SEPTEMBER 20, 2022 QUORUM: 11 MEMBERS YES  
 MEETING TIME: 3:00 P.M.  
 MEETING LOCATION: VOLUSIA TPO

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**MOTION:**

<u>REPRESENTING:</u>	<u>TCC MEMBER:</u>	<u>YES / NO</u>
BUNNELL	MARCUS DEPASQUALE	✓ / _____
DAYTONA BEACH	ANDY HOLMES	✓ / _____
DAYTONA BEACH SHORES	NOEL EATON	✓ / _____
DEBARY	STEVEN BAPP/ <del>JOSEPH BARKER</del>	✓ / _____
DELTONA	RON PARADISE	✓ / _____
DELAND	BELINDA COLLINS	_____ / _____
EDGEWATER	DARREN LEAR	✓ / _____
FLAGLER BEACH	CARYN MILLER	✓ / _____
HOLLY HILL	BRIAN WALKER	✓ / _____
LAKE HELEN	LEE EVETT	_____ / _____
NEW SMYRNA BEACH	<del>DEREK BURR</del> /KYLE FEGLEY	✓ / _____
ORANGE CITY	BECKY MENDEZ	✓ / _____
ORMOND BEACH	SHAWN FINLEY	✓ / _____
PALM COAST	JOSE PAPA	exc / _____
PIERSON	MARK KARET	✓ / _____
PONCE INLET	MIKE DISHER/ <i>Adam Mendenhall</i>	✓ / _____
PORT ORANGE	TIM BURMAN	exc / _____
SOUTH DAYTONA	<del>BECKY WITTE</del> /PATTY RIPPEY	✓ / _____
VOTRAN	<del>RALF HESELER</del> /EDIE BIRO	✓ / _____
VC EMERGENCY MANAGEMENT	VACANT	_____ / _____
FLAGLER COUNTY TRAFFIC ENGINEERING	ADAM MENGEL	_____ / _____
VOLUSIA COUNTY TRAFFIC ENGINEERING	SEAN CASTELLO	✓ / _____



VOLUSIA TRANSPORTATION PLANNING ORGANIZATION (TPO)  
 TECHNICAL COORDINATING COMMITTEE (TCC)

**ROLL CALL VOTE – TIP AMENDMENT**

MEETING DATE: TUESDAY, SEPTEMBER 20, 2022  
 MEETING TIME: 3:00 P.M.  
 MEETING LOCATION: VOLUSIA TPO

QUORUM: 11 MEMBERS YES



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**MOTION:**

<u>REPRESENTING:</u>	<u>TCC MEMBER:</u>	<u>YES</u> / <u>NO</u>
BUNNELL	MARCUS DEPASQUALE	✓ /
DAYTONA BEACH	ANDY HOLMES	✓ /
DAYTONA BEACH SHORES	NOEL EATON	✓ /
DEBARY	STEVEN BAPP / <del>JOSEPH BARKER</del>	✓ /
DELTONA	RON PARADISE	✓ /
DELAND	BELINDA COLLINS	/ /
EDGEWATER	DARREN LEAR	✓ /
FLAGLER BEACH	CARYN MILLER	✓ /
HOLLY HILL	BRIAN WALKER	✓ /
LAKE HELEN	LEE EVETT	/ /
NEW SMYRNA BEACH	<del>DEREK BURR</del> / KYLE FEGLEY	✓ /
ORANGE CITY	BECKY MENDEZ	✓ /
ORMOND BEACH	SHAWN FINLEY	✓ /
PALM COAST	JOSE PAPA	exc /
PIERSON	MARK KARET	✓ /
PONCE INLET	MIKE DISHER Adam Mendenhall	✓ /
PORT ORANGE	TIM BURMAN	exc /
SOUTH DAYTONA	<del>BECKY WITTE</del> / PATTY RIPPEY	✓ /
VOTRAN	<del>RALF HESELER</del> / EDIE BIRO	✓ /
VC EMERGENCY MANAGEMENT	VACANT	/ /
FLAGLER COUNTY TRAFFIC ENGINEERING	ADAM MENGEL	/ /
VOLUSIA COUNTY TRAFFIC ENGINEERING	SEAN CASTELLO	✓ /