

SEPTEMBER 29, 2021 MEETING MINUTES

OF THE

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION (TPO) BOARD

2570 W. International Speedway Boulevard, Suite 100

Daytona Beach, FL 32114-8145

TPO Board Members Physically Present:

Commissioner Stacy Cantu
Mayor Karen Chasez
Commissioner Chris Cloudman, 2nd Vice Chairperson
Commissioner Victor Ramos
Councilwoman Christine Power
Commissioner Rick Belhumeur*
Commissioner Roy Johnson
Commissioner Jason McGuirk
Vice Mayor Bill Lindlau**
Council Member Jeff Allebach
Mayor Bill Partington
Mayor David Alfin
Councilman Doug Quartier
Council Vice Chair Billie Wheeler, Chairperson

Representing:

Daytona Beach
DeBary
DeLand
Deltona
Edgewater
Flagler Beach
Holly Hill
New Smyrna Beach
Oak Hill
Orange City
Ormond Beach
Palm Coast
South Daytona Alternate
Volusia County, District 2

TPO Board Members Virtually Present:

Council Member Richard Bryan*
Dr. Jason Aufdenberg (non-voting)

Representing:

Daytona Beach Shores
BPAC Chairperson

TPO Board Members Absent

Commissioner Jeffrey Schuitema*
Vice Mayor John Rogers* (excused)
Commissioner Joe Mullins
Commissioner Rick Basso*
Mayor Samuel Bennett*
Council Member David Israel* (excused)
Council Member Scott Stiltner
Council Chair Jeff Brower (excused)
Council Member Barbara Girtman, 1st Vice Chairperson (excused)
Council Member Danny Robins (excused)
Council Member Heather Post (excused)
Ruben Colón (non-voting)
Kerry Karl (non-voting)
Becky Mendez (non-voting)

Representing:

Beverly Beach
Bunnell
Flagler County
Lake Helen
Pierson
Ponce Inlet Alternate
Port Orange
Volusia County
Volusia County District 1
Volusia County, District 3
Volusia County, District 4
Volusia County School Board
CAC Chairperson
TCC Chairperson

* Non-voting member in the Small City Alliance

** Voting member for the Small City Alliance

Others Physically Present:

Colleen Nicoulin
Stephan Harris
Mo Hassan
Kellie Smith
Anna Taylor
Jim Cameron
Travis Hills
Big John

Representing:

TPO Staff
TPO Staff
FDOT
FDOT
FDOT
Daytona Beach Chamber of Commerce
Kittelson & Associates
Press

MOTION: *A motion was made by Commissioner McGuirk to approve the Consent Agenda. The motion was seconded by Councilwoman Power and carried unanimously.*

V. Action Items

A. Review and Approval of Executive Director Salary Range

Chairperson Wheeler reminded members the TPO lost its Executive Director at the end of July; the Executive Director Search Committee (EDSC) will be meeting with the recruiter, Strategic Government Resources (SGR), this Friday. As part of the EDSC Action Plan, a salary range for the Executive Director position was to be developed by the EDSC and presented to the full TPO Board for approval. The EDSC met on September 1, 2021 and recommended an annual salary range from \$120,000 to \$160,000.

MOTION: *A motion was made by Commissioner McGuirk to approve the Executive Director salary range. The motion was seconded by Mayor Chasez and carried unanimously.*

B. Review and Approval of Resolution 2021-19 Adopting the Paratransit Service Analysis

Chairperson Wheeler stated the Paratransit Service Analysis takes a closer look at the increasing local demand for both paratransit and transportation disadvantaged services in Volusia and Flagler Counties. Last month, the TPO Board and advisory committees received a presentation on the Paratransit Service Analysis and a link to the draft report was provided. Since then, the draft report was updated based on comments received from FDOT and TPO staff to include minor revisions to the text of the document as well as a recommendation from the CAC and TCC to add a glossary of terms.

MOTION: *A motion was made by Commissioner Cloudman to approve Resolution 2021-19 adopting the Paratransit Analysis Report. The motion was seconded by Councilwoman Power and carried unanimously.*

VI. Presentations and Discussion Items

A. Presentation and Discussion of Transportation Congestion Management Process

Chairperson Wheeler stated the TPO is conducting an update to the Congestion Management Process (CMP). This update will help to better inform the TPO on the effects of transportation investment decisions have on the performance of the system over time. Mr. Travis Hills, Kittelson and Associates, will provide a brief introductory presentation on the CMP.

Mr. Hills gave a PowerPoint presentation of the Transportation Congestion Management Process (CMP). He explained that congestion management is the application of strategies to by reduce congestion and improve the reliability and performance of the transportation system. The CMP is a regionally accepted approach for managing that congestion. He reviewed the schedule of the CMP and announced that there will be working group meetings as well as future presentations to keep everyone up to date on the progress.

Mayor Chasez asked for confirmation that congestion management does not just mean additional roadway lanes; as residential areas are added in West Volusia, they are looking more at Complete Streets.

Mr. Hills replied correct; most local agencies do not have the funds to widen roads. He noted that adding lanes will reach capacity anyway so we have to see what else is available; Intelligent Transportation Systems (ITS) will be key.

Commissioner McGuirk asked for examples of where technology has been implemented and solved the problem of congestion.

Mr. Hills replied he does not have an exact answer today but it is something they will look at as part of this project. ITS is an emerging technology; there are systems in place but much of what FDOT is working on is not

yet implementable. He wants to find some of successful ITS in the state of Florida and elsewhere for this project.

Mayor Alfin commented that Palm Coast has 50 plus miles of roadways that cannot be widened due to swale considerations; they do not have bike lanes but are used by bicyclists and pedestrians. He would like to know what suggestions in the tool kit could be applied in Palm Coast.

B. Presentation and Discussion of the Draft R2CTPO FY 2020/21 Public Involvement Activities Summary

Chairperson Wheeler stated one of the primary responsibilities of the TPO is to ensure public involvement in the transportation decision making process. The TPO uses a variety of strategies to inform and engage the community and to evaluate these efforts. Ms. Pam Blankenship, TPO Community Outreach Coordinator, will provide a presentation on the R2CTPO Public Involvement Activities Summary.

Ms. Blankenship gave a PowerPoint presentation of the draft FY 2020/21 Public Involvement Activities Summary. She explained how COVID-19 affected public outreach throughout the year and the events that were cancelled due to the pandemic. She reviewed the new ways the TPO conducted public outreach and the social media outreach conducted through Facebook and Twitter as well as upcoming outreach events including Mobility Week, Love to Ride Challenge, and Port Orange Family Days.

Chairperson Wheeler encouraged members to look at the TPO's website and Facebook page and share them to help get people involved.

Commissioner Cloudman referred to the safety DVD and noted many people no longer have DVD players; he asked if the TPO has a YouTube channel.

Ms. Blankenship replied yes, and she will share the link to the YouTube channel with members. She noted the TPO participated in Port Orange Family Days this past Saturday and will be partnering with FDOT for SR A1A safety events on October 2, 2021 at Sun Splash Park in Daytona Beach and on October 16, 2021 at Andy Romano Park in Ormond Beach from 8:00 am to noon.

C. Presentation and Discussion of the Flagler Transit Development Plan (TDP) Major Update

Chairperson Wheeler stated the Flagler County Transit Development Plan (TDP) serves as Flagler County's Public Transit planning, development, and operational guidance document for a ten-year planning horizon. Representatives from the University of South Florida's Center for Urban Transportation Research (CUTR) will provide the presentation on the Flagler County TDP Major Update.

Mr. Martin Catalá, (CUTR), gave a PowerPoint presentation of the Flagler County Transit Development Plan (TDP) Major Update. He explained that the TDP is a ten-year planning document that helps design the future of public transit in Flagler County; it is an FDOT requirement to receive funding. The TDP is an unconstrained vision balanced with attainable targets; what is needed and what is attainable. He reviewed the elements of the TDP including the public involvement process. There is a survey available online and an on-board survey for users. He asked Flagler County residents to please complete the survey.

D. Presentation and Discussion of the R2CTPO's Project Prioritization Process

Ms. Nicoulin stated the TPO has a structured process for determining project priorities that has been in place for many years. The process and project applications are reviewed each year to see if any refinements or adjustments need to be made; the subcommittees will meet over the next week to review the three guiding policies and applications and to provide recommendations. TPO staff will also discuss these with FDOT to see where there are challenges or limitations they face regarding funding our projects; if our policies are flexible enough for them to utilize other state funding resources. She gave a general overview of the three guiding policy resolutions that govern the project prioritization process and briefly explained them. She has had initial

discussions with Ms. Kellie Smith, FDOT, regarding our policies and if there are areas we need to adjust to ensure the policies are flexible enough so that we do not miss out on funding opportunities.

Ms. Smith stated the important thing is flexibility to allow FDOT to maximize the available resources and not get hung up on jurisdictions or pigeonholing projects to certain funding categories. FDOT wants partnerships and constrictive local matches can sometimes cause issues; allowing FDOT to work with the local governments to figure out a path forward can be the optimum solution. She appreciates the TPO reviewing this.

Board member comments were received regarding flexibility of the policies and communication with FDOT.

Ms. Nicoulin stated staff will review the policies and bring back recommendations from the subcommittees and FDOT next month for further discussion.

E. FDOT Report

The FDOT report was provided in the agenda. Ms. Taylor announced that October is International Walk to School month and many Volusia County schools will be participating. FDOT will be hosting an online public hearing regarding the Work Program from October 25, 2021 through October 29, 2021 with an in-person public meeting on Thursday, October 28, 2021 from 5:00 pm to 7:00 pm at the DeLand FDOT District 5 office. Last week, FDOT celebrated Rail Safety Week highlighting the 620 dynamic envelopes across the state. She thanked Ms. Blankenship for her coordination with the local agencies and FDOT on safety events; there will be a safety event on Saturday, October 2, 2021 at Sun Splash Park from 8:00 am to noon and another at Andy Romano Park on October 16, 2021.

VII. Interim Executive Director's Report

→ Update on Funding/Work Program

Ms. Nicoulin stated staff is working with FDOT for funding the TPO's set aside monies. There was a discussion yesterday and there have been intake meetings with member local governments regarding projects that are moving into FDOT's Tentative Work Program. FDOT will give a presentation later this year.

→ Update on TPO Staffing

Ms. Nicoulin stated the TPO is currently in the process of searching for an Executive Director; we have also received notice of resignation from the Accounting Manager that his last day will be October 8, 2021. The TPO has brought in a temporary financial employee from Robert Half that started work yesterday; she will help with the day-to-day accounting operations such as paying bills and submitting invoice packages to FDOT. Payroll and writing of checks will be done by TPO staff. The TPO is searching for a permanent replacement and is exploring its options; the Regional Planning Council (RPC) and some other TPOs use a consulting firm that specializes in grants management. The challenge is finding someone with experience in grants management and the pool of potential employees is small. Currently, the TPO is operating at half-staff but we are efficient. Staff has taken on other roles to make sure things get done.

Mayor Chasez asked what the tenure was of the Accounting Manager.

Ms. Nicoulin replied 18 months.

Board member comments were received regarding TPO staffing turnover and employees leaving for higher paying jobs; and that it needs to be looked into. Comments were also provided regarding experience requirements.

Chairperson Wheeler asked how the TPO is paying the temporary accounting employee.

Ms. Nicoulin replied through federal planning funds; it is an eligible expense.

VIII. River to Sea TPO Board Member Comments

Commissioner Johnson announced there will be a groundbreaking ceremony this weekend for the Pickleball Phase II in Holly Hill and the challenges of LPGA Boulevard getting to the court. He also provided comments on the gas tax that was put in place in the early 1990's.

Council Member Allebach commented on the new adjustment for transportation funding and the Federal Highway Administration bill that will be voted on this week and the study on paying by the mile which is coming across as an Orwellian intrusion on social media.

Vice Mayor Lindlau provided comments regarding the new manufacturing plant coming to Merritt Island and that Oak Hill recently approved a new subdivision of 300 new homes to provide those workers a place to live.

Councilwoman Power thanked FDOT for the new traffic signal at I-95 and SR 442; she came through there at 5:00 pm and it was smooth travels; it is doing what is supposed to do.

Mayor Partington suggested the TPO provide a way to better educate the public on the processes of the TPO. Ormond Beach has had an adaptive traffic signal in place on SR 40 for about six months and he can really see an improved difference on how traffic moves from SR A1A to the west.

Mayor Chasez provided comments regarding traffic congestion at DeBary Elementary School and that the city formed a partnership with the school board to fix the problem.

Commissioner Cantu announced the city of Daytona Beach has a task force meeting tonight at the Ocean Center regarding sanctioned events.

Mayor Alfin announced the city of Palm Coast has opened a search for a City Manager. He provided comments regarding impact fees.

Council Member Bryan thanked Chairperson Wheeler for connecting FDOT staff with his city staff and provided comments regarding safety and speeding. He is willing to pursue a safety pilot project if the TPO or FDOT is interested.

IX. River to Sea TPO Chairperson Comments

There were no TPO Chairperson comments.

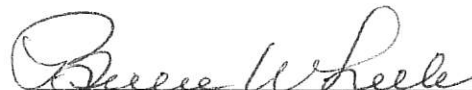
X. Information Items

- Citizens Advisory Committee Attendance Record – 2021
- Technical Coordinating Committee Attendance Report – 2021
- Bicycle/Pedestrian Advisory Committee Attendance Record – 2021
- September TPO Outreach and Activities
- Volusia and Flagler County Construction Reports
- SR A1A Safety Outreach Flyer
- Mobility Week Flyer

XI. Adjournment

There being no further business, the River to Sea TPO Board meeting adjourned at 10:41 a.m.

RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



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

CERTIFICATE:

The undersigned, duly qualified and acting Recording Secretary of the River to Sea TPO Board certifies that the foregoing is a true and correct copy of the minutes of the September 29, 2021 regular meeting of the River to Sea Transportation Planning Organization (TPO) Board, approved and duly signed this 27th day of October 2021.



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

