

**Technical Coordinating Committee (TCC)
Meeting Minutes
January 16, 2024**

TCC Members Physically Present:

Andrew Holmes
Gwyn Herstein
Belinda Williams-Collins
Caryn Miller
Simone Kenny
Brian Walker, Chairperson
Shane Corbin
Becky Mendez, Vice Chairperson
Shawn Finley
Mark Karet
Patty Rippey
Tim Burman
Becky Witte
Ralf Heseler
Kia Powell (non-voting advisor)

TCC Members Virtually Present:

Marcus DePasquale
Brian Woodworth
Steven Bapp
Jessica Entwistle
Jonathan Lord
Hamid Tabassian
Adam Thornton
Omar Atallah
Jay Williams

TCC Members Absent:

Roy Sieger
Trevor Martin
Lee Evett
Phong Nguyen (excused)
Jose Papa (excused)

Others Physically Present:

Donna King, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Emily Bush

Representing:

Daytona Beach
Daytona Beach Shores
DeLand
Flagler Beach
Flagler County
Holly Hill
New Smyrna Beach
Orange City
Ormond Beach
Pierson
Ponce Inlet
Port Orange
South Daytona Alternate
Volusia County Transit Services
FDOT

Representing:

Bunnell
Daytona Beach Alternate
DeBary
Deltona Alternate
Flagler County Emergency Mgmt
Flagler County Traffic Engineering
South Daytona
VC Traffic Engineering
VC Traffic Engineering Alternate

Representing:

Flagler County Aviation
Flagler County Transit
Lake Helen
Palm Coast
Palm Coast Alternate

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
Bike/Walk Central Florida

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

Technical Coordinating Committee (TCC) Chairperson Walker called the River to Sea Transportation Planning Organization (TPO) TCC meeting to order at 3:08 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 fourteen voting members physically present and nine voting members virtually present.

The Pledge of Allegiance was given.

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

II. Public Comments/Participation

There were no public comments.

III. Action Items

A. Review and Approval of the November 21, 2023 TCC Meeting Minutes

MOTION: *A motion was made by Mr. Holmes to approve the November 21, 2023 TCC minutes. The motion was seconded by Ms. Witte and carried unanimously.*

B. Review and Recommend Approval (Ratification) of Amendment to the Shared Use Non-Motorized (SUN) Trail Project List

Ms. Nicoulin provided in-depth details of the amendment to the List of Shared-Use Non-Motorized (SUN) Trail projects; the addition of the proposed Flagler Beach Gap Trail from the Volusia/Flagler County line to Ocean Marina Drive. She stated that maps were provided in the agenda packet. She also discussed the areas where the Work Program will address gaps.

MOTION: *A motion was made by Mr. Karet to recommend approval (Ratification) of an amendment to the Shared Use Non-Motorized (SUN) Trail Project List. The motion was seconded by Ms. Williams-Collins and carried unanimously.*

C. Review and Recommend Approval of Resolution 2024-## Amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP) (ROLL CALL VOTE REQUIRED)

Ms. Nicoulin gave in-depth details of the TIP amendment which included two projects. One is a West Volusia County intersection improvement project at the intersection of Dr. MLK Junior Boulevard and Orange Camp Road; noting that there is extra federal and local funding available for this project. The other project is a transit project and will be funded with 5311 funds (local agencies that support paratransit in rural areas).

MOTION: *A motion was made by Mr. Corbin to recommend approval of Resolution 2024-## amending the FY 2023/24 to FY 2027/28 Transportation Improvement Program (TIP). The motion was seconded by Ms. Kenny and carried unanimously by roll call vote.*

D. Review and Recommend Approval of Resolution 2024-## Adopting the 2024 River to Sea TPO Safety Data and Targets

Ms. Nicoulin gave a PowerPoint presentation and explained the process of adopting the 2024 River to Sea TPO Safety Data and Targets. She stated that TPOs can either adopt the state's target of zero or come up with their own. The TPO has recommended adopting FDOT's target of zero. She discussed the five performance measures including fatalities and serious injuries statistics and provided statistics for fatalities/serious injuries and bike/pedestrian serious injuries in Volusia and Flagler Counties over the last ten years. The targets do not need to be met in order to receive funding.

MOTION: *A motion was made by Mr. Karet to recommend approval of Resolution 2024-## adopting the 2024 River to Sea TPO Safety Data and Targets. The motion was seconded by Mr. Heseler and carried unanimously.*

E. Review and Recommend Approval of Resolution 2024-## Adopting the 2020 Adjusted Urban Area Boundary

Ms. Nicoulin provided in-depth details regarding the adoption of the 2020 Adjusted Urban Area Boundary. She noted that there were two revisions since they were presented at the October TCC meeting; she explained the revisions in Flagler County using the maps provided in the presentation. She also explained the process following submittal to FDOT.

MOTION: *A motion was made by Ms. Miller to recommend approval of Resolution 2024-## adopting the 2020 Adjusted Urban Area Boundary. The motion was seconded by Ms. Witte and carried unanimously.*

IV. Presentation Items

A. Presentation and Discussion of Bike/Walk Central Florida's Best Foot Forward Pedestrian Safety Program

Ms. Emily Bush, Bike/Walk Central Florida Executive Director, gave a PowerPoint presentation on Bike/Walk Central Florida's Best Foot Forward Pedestrian Safety Program. She discussed the four different programs that make up the Bike/Walk Central Florida organization and gave details of each program. Their mission is to change the culture of drivers versus walkers and how drivers treat pedestrians with a focus on driver yield rates and getting more drivers to yield and stop for pedestrians in crosswalks so that more pedestrians will cross in crosswalks. She discussed their partnership with TPO and Target Zero. They take a four "E" approach which consists of engineering, education, enforcement, and evaluation. They do quarterly law enforcement operations and education through outreach and digital channels. She discussed the program's implementation by establishing a local steering committee, garnering law enforcement support, and spreading the word about pedestrian safety followed by the official launch event. She then described their progress to date.

She addressed member comments regarding the desire to see implementation of the program in Flagler County.

B. Presentation and Discussion of Amendment To The Connect 2045 Long Range Transportation Plan (LRTP)

Ms. Nicoulin provided in-depth details of the amendment to the Connect 2045 LRTP. She discussed the request from the city of Daytona Beach for the I-4/US 92 interchange project which will be developer-funded. She explained the dilemma of the existing infrastructure and noted the proposed changes. Ms. Nicoulin explained the process of amendments and stated that this project will need to be listed in the LRTP as a developer-funded project in order to submit the request to FDOT for review.

Mr. Holmes stated that Daytona Beach isn't asking for the project to be placed on the priority list for funding, just the plan to acknowledge the project because it is developer-funded.

Ms. Mendez asked if Daytona Beach had coordinated with Votran.

Mr. Holmes stated that he was unsure if there has been any coordination with Votran.

C. Presentation and Discussion of FY 2024/25 and FY 2025/26 Unified Planning Work Program (UPWP)

{Handout Provided}

Ms. Nicoulin gave a presentation and provided in-depth details of the UPWP handout. She discussed the required activities and unique projects. She provided the process for the UPWP and explained that today's presentation was more of a brainstorming activity. She noted that the CAC suggested the inclusion of the Best Foot Forward Program for Flagler County in the UPWP. She also explained the process of development and submittal for the UPWP.

D. Presentation and Discussion of 2024 Call For Projects Workshop (TCC ONLY)

Ms. Nicoulin stated that the Call for Projects will close on February 29, 2024, and added that all applications need to be uploaded to the TPO's file transfer site. Applications are open for traffic operations and safety, bike/ped and safety as well as planning studies. She noted that the TPO does not have a funding source for planning studies and anyone who submits an application for a planning study will need to coordinate with FDOT to identify funding prior to submitting an application. The TPO has funding sources for the other two categories; 40% is allocated to traffic operations, 30% to bike/ped, and 30% to transit as a direct pass-through for them to fund their projects. There were no changes to the traffic operations applications this year, but the bike/ped applications have had some changes regarding safety, sustainability, resiliency, and equity criteria.

Ms. Nicoulin expressed the importance of filling out the narrative box in the applications, which should be utilized to describe or explain in detail how the project meets the criteria of the application. A couple of requirements are to provide updated/realistic cost estimates and confirmation of continued support for projects that are currently on the priority list. She noted that the TPO now has a policy written into one of their guiding resolutions that allows an updated cost estimate for construction funding when the design is complete. Due to the recently approved apportionment plan, the TPO will be working with Flagler County to determine how to incorporate their priority list with the existing TPO priority list. She encouraged all applicants who have questions or want to submit something for the TPO to look at, to do so in advance of the deadline to ensure that the application can be submitted in time.

Mr. Harris reiterated the importance of filling out the applications completely, having updated cost estimates, and submitting the applications before the deadline so that if there is any additional information needed the applicant will have time to get the information back to the TPO before the deadline.

E. FDOT Report

Ms. Kia Powell provided the FDOT report. She announced the most up-to-date project information can be found at www.cflroads.com. She also announced that FDOT has identified ten crosswalks in Volusia County that they will begin data collection on for the Bike/Walk Central Florida's Best Foot Forward Pedestrian Safety Program. The Steering Committee will report progress on the data collection at a meeting on February 29, 2024.

F. Volusia and Flagler County Construction Reports

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

V. Staff Comments

Ms. Nicoulin announced that the FDOT Safety Summit is coming up on February 27, 2024, and she will provide more information at the next meeting.

VIII. TCC Member Comments

There were no TCC member comments.

VIII. Information Items

- CAC & TCC Attendance Records
- River to Sea TPO Outreach and Events
- Upcoming River to Sea TPO Events
- TPO Board Report
- 2024 TPO Committee Meeting Schedule

VIII. Adjournment

There being no further business, the TCC meeting adjourned at 4:32 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 January 16, 2024 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 20th day of February 2024.



DONNA KING, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION

**** A recording of the January 16, 2024 TCC meeting is available upon request.**