

**Technical Coordinating Committee (TCC)
Meeting Minutes
October 15, 2019**

TCC Members Present:

Andrew Holmes
Arlene Smith
Scott McGrath
Darren Lear
Amye King
Becky Mendez, Vice Chairperson
Shawn Finley
Jose Papa, Chairperson
Mark Karet
Aref Joulani
Tim Burman
Frank Alvarez
Jon Cheney
Vickie Wyche (non-voting advisor)

TCC Members Absent:

Rodney Lucas
Stewart Cruz
Matt Boerger
Mike Holmes
Larry Newsom
Faith Alkhatib
Brian Walker (excused)
Rebecca Witte
Brian Peek
Larry LaHue (excused)
Eric Kozielski

Others Present:

Debbie Stewart, Recording Secretary
Colleen Nicoulin
Lois Bollenback
Stephan Harris
Pam Blankenship
Anna Taylor
Judy Pizzo
Nick Conte
Jim Wood
Melissa Winsett

Representing:

Daytona Beach
Daytona Beach Int'l Airport
Deltona
Edgewater
New Smyrna Beach
Orange City
Ormond Beach
Palm Coast
Pierson
Ponce Inlet
Port Orange
Votran
V.C. Traffic Engineering
FDOT District 5

Representing:

Bunnell
Daytona Beach Shores
DeBary
DeLand
Flagler Beach
F.C. Traffic Engineering
Holly Hill
Lake Helen
South Daytona
V.C. Emergency Management
Volusia County School District

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT
FDOT
Holly Hill
Kimley-Horn, Inc.
Volusia County Traffic Engineering

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

Chairperson Papa called the meeting of the River to Sea Transportation Planning Organization (TPO) Technical Coordinating Committee (TCC) to order at 3:10 p.m. The roll was called and it was determined that a quorum was present.

II. Press/Citizen Comments

There were no press/citizen comments.

III. Action Items

A. Review and Approval of September 17, 2019 TCC Meeting Minutes

MOTION: *A motion was made by Mr. Cheney to approve the September 17, 2019 TCC meeting minutes. The motion was seconded by Mr. Holmes and carried unanimously.*

B. Review and Recommend Approval of Resolution 2019-## Amending the 2040 Long Range Transportation Plan (LRTP)

MOTION: *A motion was made by Mr. Cheney to recommend approval of Resolution 2019-## amending the 2040 Long Range Transportation Plan (LRTP). The motion was seconded by Ms. Mendez.*

Ms. Nicoulin stated the amendment has been out for a public comment period; no comments were received.

The motion passed unanimously.

C. Review and Recommend Approval of Resolution 2019-## Adopting the Walkability Action Plan and Complete Streets Policy Template

Mr. Harris stated the draft resolution and Complete Streets Policy are included in the agenda. Feedback was received last month from Volusia County and other stakeholders; those comments have been addressed in the revised draft policy.

Mr. Cheney stated the CAC had approved modified verbiage and asked what for clarification.

Mr. Harris replied they added language that the exceptions did not exclusively apply to the four listed exceptions.

Ms. Nicoulin stated the language they wanted to add is “may include but not be limited to” those four listed in the draft policy.

MOTION: *A motion was made by Mr. Lear to recommend approval of Resolution 2019-## adopting the Walkability Action Plan and Complete Streets Policy template as amended. The motion was seconded by Ms. King and passed unanimously.*

D. Review and Recommend Approval of the East Central Florida Regional Resilience Collaborative Memorandum of Understanding (MOU)

Mr. Harris stated the memorandum of understanding (MOU) was provided in the agenda as well as a resolution passed by the TPO Board in June supporting the Regional Resiliency Action Plan (RRAP). The initiative started with a focus on two counties within the East Central Florida Regional Planning Council (ECFRPC); Volusia and Brevard. It has expanded to include all eight counties within the planning council; Seminole, Sumter, Orange, Lake, Marion, Osceola in addition to Volusia and Brevard. The eight counties comprise what is now called the “Collaborative”; the MOU is the document that establishes the Collaborative and lays out what is expected of them. There are four sections: regional cooperation, the RRAP itself, legislative strategy, and community involvement. An annual summit will also be held. The TPO has been working with the other partners and agencies and fully supports the efforts in this initiative. The TPO also recommends execution of the MOU.

MOTION: *A motion was made by Ms. King to recommend approval of the East Central Florida Regional Resilience Collaborative Memorandum of Understanding. The motion was seconded by Mr. Lear and passed unanimously.*

IV. Presentation Items

A. Presentation and Discussion of Update of the Development of the 2045 Long Range Transportation Plan (LRTP)

Ms. Nicoulin introduced Mr. Jim Wood, Kimley Horn and Associates, to give the presentation.

Mr. Wood gave a PowerPoint presentation update of the development of the 2045 Long Range Transportation Plan (LRTP) and announced the "Connect 2045" logo will be the brand throughout the process. They are currently working on the data summary which is a critical component; they pulled together studies and plans as a baseline. They are local, regional and state studies. The website will be launched within the next week; it will include information to help visitors understand what the LRTP is and provide a platform to solicit comments as well as events the public can attend. Another dimension of public involvement will be the focus groups and the LRTP Survey which will be available on the website and on paper. The goals and objectives are being developed and will include the new requirements for the performance-based planning process. The goals and objectives will be presented for a recommendation for approval next month. He gave an overview of the schedule and stated they are preparing for the needs assessment which will prioritize and select projects for the LRTP.

Chairperson Papa asked if there would be a press release when the website is launched.

Ms. Nicoulin replied that could be done and there will also be a link on the R2CTPO's website.

Mr. Cheney asked if the website address would be the same as the brand, Connect 2045.

Ms. Nicoulin replied the website will be www.r2ctpoconnect2045.com.

B. Presentation and Discussion of the 2045 Florida Transportation Plan

Ms. Judy Pizzo, FDOT, gave a PowerPoint presentation of the update to the Florida Transportation Plan (FTP). She explained the FTP is Florida's long range transportation plan which provides policy guidance for all transportation partners and organizations involved in transportation planning. It establishes a policy framework for allocating state and federal transportation funds. The FTP not only sets the long range vision but guides transportation planning decision needs today. She reviewed the vision, policy and implementation elements of the plan. She explained the objectives and strategies of the FTP and the cross-cutting topics. There are two FTP subcommittees; one for automated, connected, electric and shared (ACES) vehicles and one for resilience. During the FTP update process, FDOT relies on public and partner outreach efforts and mobile processes to provide input on the issues. She asked members to use their cell phones to access a survey; she guided them through the survey. She thanked members for their participation and stated FDOT values their input which will be provided to the FTP steering committee who will refine the plan. She reviewed the schedule; there will be a 30-day public review period in the fall of 2020. She gave the website, www.floridatransportationplan.com, which shows everything done to date and the progress of the plan.

C. Presentation and Discussion of Draft R2CTPO FY 2018/19 Public Involvement Activities Summary

Ms. Blankenship gave a PowerPoint presentation of the draft R2CTPO FY 2018/19 Public Involvement Activities Summary. At the end of each fiscal year the TPO reviews the public outreach and develops a summary and public outreach matrix. She reviewed the social media outreach, explained the public involvement contact logs kept by each TPO staff member, and the public meetings held including the Federal Certification Review which occurs every four years. She gave an overview of the community and business presentations given and the safety and informational materials distributed. The TPO participated in 42 community events and fit and donated 855 bicycle helmets. She announced the TPO would be participating in White Cane Awareness Day on October 29, 2019 at the intersection of Wilder Boulevard and Ridgewood Avenue from 10:00 am to 12:00 pm. A big part of public outreach this year will have to do with the 2045 Long Range Transportation Plan (LRTP). She referred to the matrix and the low attendance at advisory committee meetings and vacancy rates which Ms. Nicoulin will address. Staff has met and there is a plan moving forward.

Ms. King commented that at her local government, they are unable to connect to social media at work. She referred to the safety DVD and noted that many computers no longer have a DVD drive.

Ms. Blankenship replied perhaps a flash drive or something similar could be a replacement.

Ms. King suggested other technology to reach kids.

D. Presentation and Discussion of the Draft Community Safety Action Plan (CSAP)

Ms. Blankenship stated the draft Community Safety Action Plan (CSAP) was discussed last month. She reviewed the implementation plan and stated it was drafted from the input received. The details and specifics of the items on the implementation plan will be fleshed out later; the point is to get the plans included in the Unified Planning Work Program (UPWP) and incorporate them into the budget for the next two years. The implementation plan includes developing an education and awareness campaign for speeding and distracted driving, creating a targeted print and social media campaign, developing a speaker's group and continuing the existing programs and activities.

E. Presentation and Discussion of the Guiding Resolutions and Project Applications for the Annual Call for Projects

Ms. Nicoulin stated the TPO has a solid application process and resolutions that guide that process. Minor changes have been incorporated into the resolutions; she referred to the resolution defining the local match requirements and stated it is being clarified that the 10% match is the minimum ratio and local governments can match more than that. The resolution for reaffirming the policy for establishing and maintaining priority projects, item 13, requires a local government provide a letter of support and updated costs estimates and now also requires a letter of support and commitment of a match for Transportation Regional Incentive Program (TRIP) projects. The applications have not changed other than updating them to the current year. The only change other than the date is clarifying no extra points are given for a 10% local match.

Ms. King asked if a city could change how much it is willing to match once a project has gone through the Call for Projects process and ranked on the priority list.

Ms. Nicoulin replied a city could match more; however, it will not change the ranking.

Ms. Mendez referred to the Local Agency Program (LAP) incubator workshop from last week and asked if changes are made to the thresholds how it will affect this process.

Ms. Nicoulin replied it will not affect the applications for the current Call for Projects cycle; when the LAP policy was originally released it was intended to impact this cycle but now it will be the 2020 cycle.

F. Presentation and Discussion of Tomoka Farms Road (CR 415) and Pioneer Trail (CR 4118) Intersection Evaluation

Mr. Cheney stated the TPO Board requested an overview of the traffic study conducted at Tomoka Farms Road (CR 415) and Pioneer Trail (CR 4118). This was a result of several recent crashes and fatalities including the death of a Volusia County Sheriff's Deputy. He gave a PowerPoint presentation and an overview of existing conditions. He noted both of these roads are high-speed roads; Pioneer Trail at 45 miles per hour (mph) and Tomoka Farms Road at 50 mph. He reviewed the crash summary from 2014 through August 2019; crashes and fatalities have both increased. The left-turn and angle crashes have increased substantially as have crashes caused from running the stop sign. The intersection meets the warrants for a traffic signal but due to the lack of left-turn lanes, one left turn would back up the intersection. This would create a bigger traffic congestion problem than keeping it a four-way stop. He gave a comparison between a traffic signal and a roundabout. The study recommended five short-term improvements, of which, three have been completed; high intensity LED lights have been ordered and will be installed when received. The county is also trying to reclaim its right-of-way from the Cabbage Patch Bar.

Ms. Mendez asked if the structure of the Cabbage Patch Bar is in the right-of-way.

Mr. Cheney replied it is on the road itself. The county had complaints that the overhead flashing lights were too dim so those have been cleaned and the STOP bars and pavement markings have been refreshed. The East Volusia Community Traffic Safety Team (CTST) recommended installing rumble strips; those have been installed. The long term recommendations include a traffic signal which would involve turn lanes at all four approaches; project cost would be \$1.8 million. They would probably need to take the Cabbage Patch Bar right-of-way and another 8,000 square feet of right-of-way would be needed. They looked at relocating a roundabout further to the south and west away from the Cabbage Patch; the cost would be \$2.9 million and approximately one acre of right-of-way would be needed. They are looking for funding for a long term solution. He reviewed potential funding sources including FDOT safety funds and state appropriations.

Ms. King asked if the proposed roundabout would be the approximate size as the roundabout at SR 44 in DeLand. The roundabout on SR 455 in Lake County is much larger and has a lot of truck traffic.

Mr. Cheney replied it would depend on the design criteria for the trucks it needs to be designed for. Pioneer Trail and Tomoka Farms Road are skewed so they have to account for that in the design. There is limited development on the south side of Pioneer Trail which allows for a larger diameter roundabout if it is required.

Ms. King asked what the cost difference is between the traffic signal and the roundabout.

Mr. Cheney replied \$1.8 million versus \$3 million.

Mr. Lear asked if the \$1.8 million included the taking of the Cabbage Patch right-of-way.

Mr. Cheney replied no, so the amount could be substantially more. The third funding source the county is considering is to submit an application to the TPO during the annual Call for Projects. For any of the three funding sources the county pursues they will ask the TPO Board and the elected officials of the individual cities to pass a resolution or letters of support to submit with the applications.

Ms. Mendez asked if there are other intersections within Volusia County with similar characteristics that have crash statistics substantially higher or that are less safe. She realizes this intersection has had high-profile crashes.

Mr. Cheney replied they do see anomalies where crashes spike and then subside; the easy answer is yes, but none have popped up as this one has. It already meets the criteria for a traffic signal; however, the concern is if drivers are running the stop sign they will also run the signal.

Mr. Lear asked if there was a reason for the spike in crashes this year.

Mr. Cheney replied speeding and distracted driving as Ms. Blankenship's earlier presentation showed.

Mr. Karet commented since some solutions have been implemented to wait and see what changes and the numbers are next year.

Mr. Cheney replied that suggestion has been made; however, they need to pursue funding for a long term solution. Everything they have implemented so far is to reduce crashes; it is not reducing the congestion or the delay at the intersection which creates impatience in the driver. They completed a delay study and it was significant. He asked for letters of support for the project.

G. FDOT Report

Ms. Wyche gave a Powerpoint presentation of the tentative Five-Year Work Program for FY 2020/21 to 2024/25. She reviewed the type of projects included and stated they are based on MPO priorities and SIS/FDOT priorities.

After the Work Program has been out for public review, it is sent to the Florida Legislature and the Governor for review and signature. Once the Governor signs the Work Program it officially becomes part of the state budget. She reviewed the schedule for the Work Program and announced the online public hearing will be held October 21, 2019 to October 25, 2019; the website to participate is www.d5wpph.com. There will be an open house at the FDOT D-5 office in DeLand on October 24, 2019 from 4:30 pm to 6:30 pm. Public comments are due by November 4, 2019. This year there were a couple of appropriations which affect the first year of the Work Program and may result in other projects being deferred or moved out. There were three appropriations this year; Deltona crosswalk lighting for \$750,000, Williamson Road widening for \$2 million, and Ormond Beach Municipal Airport access roads for \$472,500. Nothing has been finalized on the I-4 Beyond the Ultimate (BTU); she will provide that information when it is available.

Ms. Mendez asked for clarification; D-5 Secretary Shannon gave a presentation to the TPO Board and announced the managed lanes in Volusia County were going away.

Ms. Wyche replied she does not have the details; she spoke with Secretary Shannon earlier today and he told her things were being finalized.

Ms. Mendez asked if there was a way the stakeholders for the I-4 BTU could weigh in on this.

Mr. Cheney commented the off-system improvements were being done and the question from the local agencies is if a new concept is being finalized it would be nice to know if those off-system improvements would still be done. FDOT has asked for stakeholder input in the past but now they are just going to finalize it without input.

H. Volusia and Flagler County Construction Reports

Mr. Cheney referred to page 141 of the agenda, the Volusia County Construction Report, and stated the construction bids have been opened for project 5, Under Construction Projects, the Williamson Boulevard widening project, and they hope to bring those to the Volusia County Council soon. Project 4, Under Design Projects, the 10th Street four-lane widening project, is nearing design completion and is waiting on the railroad and the interlocal agreements to be signed before moving forward.

Mr. Lear asked for the timeline for the railroad agreement.

Mr. Cheney replied it is getting close.

Ms. King asked how close.

Mr. Cheney within the next five years. The other project he wanted to highlight is project 22, Under Design Projects, Blue Lake extension from Victoria Park to SR 472; this is new and they are working with the developer. Currently, there are two access points to county roads and this project will provide a third one.

Ms. Mendez asked if this is west of MVP Healthcare.

Mr. Cheney replied if you take Blue Lake Drive south, this extension would be one-quarter mile between Minnesota Avenue and Martin Luther King Jr Boulevard to the east.

The Flagler County Construction Report was provided in the agenda.

V. Staff Comments

→ 2045 LRTP Subcommittee Membership

Ms. Nicoulin stated the 2045 LRTP Public Involvement Plan was presented last month; within that document a table of membership was provided. The TPO Board was concerned there was not a representative from the Southeast Volusia area and asked staff to reopen membership through the advisory committees. This was

done at the BPAC meeting and the New Smyrna Beach representative volunteered. It is now open to TCC members and she asked for any volunteers.

Ms. King asked who the BPAC member is.

Ms. Nicoulin replied Mr. Nic Mostert. It is important to note that the subcommittee meets on the same day as the TCC at 11:30 am; she realizes this presents an inconvenience to the TCC members. Staff is not looking for someone to volunteer because they feel obligated but if a member has an alternate that can attend then they can send them. The TPO Board request was specific to Southeast Volusia but it is open to everyone. Lunch is provided to subcommittee members.

Ms. King commented she may be interested and asked Ms. Nicoulin to call her.

Ms. Nicoulin replied she has to be appointed. There must be a quorum so if she would rather be an alternate she could. Anyone can attend the meetings and participate.

MOTION: *A motion was made by Ms. Mendez to appoint Ms. Amye King to the 2045 LRTP Subcommittee. The motion was seconded by Mr. Lear and carried unanimously.*

→ CAC/TCC Attendance

Ms. Nicoulin stated attendance was mentioned in Ms. Blankenship's earlier presentation; the TCC is at a 72% attendance rate and is the highest of the advisory committees but the TPO would like it to be 80%. Last year, none of the advisory committees or the TPO Board met the 80% mark. The TPO Bylaws specifically state if there are three or more absences staff provides a letter to the TPO Board member. Staff will be reaching out to members to find out why they have not been attending; this is something staff will be working on over the next few months. She thanked members for their attendance and encouraged them to contact their alternate if they are unable to attend.

Ms. Mendez asked if she needed to appoint Ms. Carole McFarlane as her alternate.

Ms. Stewart replied she already is appointed as the alternate.

Ms. Nicoulin stated she can send an email to members with the alternate list. She asked members to appoint an alternate if they do not have one.

→ Update on FDOT D-5 Proposed Local Agency Program (LAP) Policy

Ms. Nicoulin stated FDOT held a Local Agency Program (LAP) policy incubator workshop last week where people from this planning area and D-5 attended. FDOT indicated they had received 150 comments regarding the proposed policy and comments were also received at the workshop. They are reviewing the comments and working on a new draft policy that incorporates some of those comments. The new draft policy is supposed to be out for review after Thanksgiving. The workshop was well attended and there was good discussion.

VI. TCC Member Comments

There were no member comments.

VII. Information Items

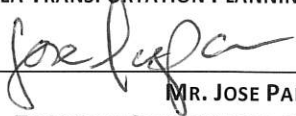
- CAC & TCC Attendance Records
- September 25, 2019 River to Sea TPO Board Meeting Summary
- September 2019 TPO Outreach and Events
- TRIP Letters
- 09-17-19 LRTP Subcommittee Report

→ 2020 R2CTPO Meeting Schedule

VIII. Adjournment

There being no further business, the TCC meeting adjourned at 4:26 p.m.

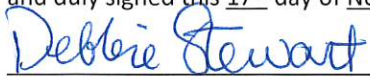
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION



MR. JOSE PAPA, 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 October 15, 2019 regular meeting of the Technical Coordinating Committee (TCC), approved and duly signed this 17th day of November 2019.



DEBBIE STEWART, RECORDING SECRETARY
RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION