



MEETING AGENDA

EXECUTIVE COMMITTEE

Councilman Eric Sander, Chairperson

DATE: Wednesday, October 7, 2026
TIME: 9:00 a.m.
PLACE: Volusia-Flagler TPO Conference Room
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Microsoft Teams Information:

[Join the Executive Meeting](#)

By phone: +1 561-484-5911 ID: 202 811 037#

EXECUTIVE COMMITTEE AGENDA

1. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM

2. PUBLIC COMMENT/PARTICIPATION *(Length of time at the discretion of the Chairperson)*

Anyone wishing to make a public comment should fill out a speaker card and hand it to a TPO staff member or the Chairperson. You will be called on when the item is discussed. If you wish to speak about an item not on the agenda, you will be called during public comment/participation.

3. BUSINESS ITEMS

A. Review and Recommend Approval of the FY 2025/26 Volusia-Flagler TPO's Independent Audit Report

The draft FY 2026 Audit Report and Financial Statements are currently being finalized by the auditor and will be posted at the following link once complete:

[FY 2026 Audit Report and Financial Statements - Draft](#)

B. Review and Recommend Approval of the First Amendment to the Executive Director's Employment Agreement *(pgs. 3-4)*

This First Amendment to the Executive Director's Employment Agreement extends the terms of employment through November 30, 2030.

C. Review and Approval of the September 2, 2026 Executive Committee Meeting Minutes *(pgs. 5-7)*

D. Review and Approval of the Draft October 28, 2026 TPO Board Agenda *(pgs. 8-9)*

4. STAFF COMMENTS

5. EXECUTIVE COMMITTEE MEMBER COMMENTS

6. ADJOURNMENT

The next Executive Committee meeting will be on Wednesday, November 4, 2026

If any person decides to appeal a decision made by this board concerning any matter considered at such a meeting or hearing, they will need a record of the proceedings, including all testimony and evidence upon which the appeal is to be based. To that end, such a person will want to ensure that a verbatim record of the proceedings is made.

Individuals covered by the Americans with Disabilities Act of 1990 in need of accommodations for this public meeting should contact the Volusia-Flagler TPO office, 1540 Cornerstone Blvd., Suite 240, Daytona Beach, Florida 32117; 386.271.0249, ext. 1, at least five (5) working days before the meeting date.

The Volusia-Flagler TPO does not discriminate in any of its programs or services. To learn more about our commitment to nondiscrimination and diversity, visit our Title VI page at www.vftpo.org or contact our Title VI/Nondiscrimination Coordinator, Pamela Blankenship, at 386.271.0249, extension 1, or pblankenship@vftpo.org.

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FIRST AMENDMENT TO EMPLOYMENT AGREEMENT

This FIRST AMENDMENT TO EMPLOYMENT AGREEMENT (the “Amendment”) is made and entered into by and between the **VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION (PREVIOUSLY KNOWN AS RIVER TO SEA TRANSPORTATION PLANNING ORGANIZATION)**, a governmental agency created and operating pursuant to Section 339.175, Florida Statutes (the “TPO”), and **COLLEEN NICOLIN** (the “Executive Director”).

RECITALS

WHEREAS, the TPO and the Executive Director entered into that certain Employment Agreement dated December 5, 2022 (the “Agreement”); and

WHEREAS, Section 2 of the Agreement provides for a term of employment commencing December 1, 2022, and terminating November 30, 2025; and

WHEREAS, the parties desire to amend the Agreement to extend the term of employment through November 30, 2030, retroactive to December 1, 2025.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, the parties agree as follows:

1. Amendment to Section 2.A. — Term of Employment

Section 2.A. of the Agreement is hereby deleted in its entirety and replaced with the following:

A. Term of Employment. The term of employment of the Executive Director under this Employment Agreement shall commence on December 1, 2022, and shall continue through and including November 30, 2030, unless earlier terminated in accordance with Sections 5 or 6 of the Agreement.

2. Continuing Effect

Except as expressly amended by this Amendment, all terms, conditions, covenants, and provisions of the Agreement remain unchanged and in full force and effect. In the event of a conflict between this Amendment and the Agreement, this Amendment controls.

3. Effective Date

This Amendment shall become effective when executed by the last party to sign it.

IN WITNESS WHEREOF, the parties hereto have executed this First Amendment to Employment Agreement this _____ day of _____, 2026.

**VOLUSIA-FLAGLER TRANSPORTATION
PLANNING ORGANIZATION, a government
agency created and operating pursuant to
Section 339.175, Florida Statutes**

Chairperson

EXECUTIVE DIRECTOR:

Collen Nicoulin

**APPROVED AS TO FORM AND LEGAL
SUFFICIENCY**

Weiss Serota Helfman Cole + Bierman, P.L.

By: _____
Janette M. Smith
TPO General Counsel

**Executive Committee Meeting Minutes
September 2, 2026
Volusia-Flagler TPO
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117**

Members Physically Present:

Mayor Chris Cloudman
Vice Mayor Charlotte Gillis, 2nd Vice Chairperson
Mayor Roger Eckert
Council Member Ty Miller
Councilman Eric Sander, Chairperson
Council Member Danny Robins, 1st Vice Chairperson

Representing:

DeLand
Edgewater
Lake Helen
Palm Coast
South Daytona
Volusia County

Members Absent:

Commissioner Andy Dance (excused)

Representing:

Flagler County

Others Physically Present:

Melanie Pruneau, Recording Secretary
Pamela Blankenship
Colleen Nicoulin
Stephan Harris
Chuck Koppernolle

Representing:

TPO Staff
TPO Staff
TPO Staff
TPO Staff
FDOT

Others Virtually Present:

Mariel Lemke

Representing:

TPO Staff

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

The Volusia-Flagler Transportation Planning Organization (TPO) Executive Committee meeting was called to order at 9:00 a.m. by Chairperson Eric Sander. It was determined through roll call that a quorum was physically present. The meeting was held in a hybrid format with remote participation provided; six voting members were physically present.

2. Public Comment/Participation

There were no public comments.

3. Business Items

A. Update of TPO Projects and Activities for Fiscal Year 2027

Ms. Nicoulin discussed projects TPO staff is currently working on including updating and consolidating documents with the help of legal counsel. Several administrative documents are outdated and need an update. She stated that the annual audit with James Moore is underway and the results will be presented in October to this committee and the Board. She noted that the TPO is waiting for the second funding authorization from the prior UPWP to begin planning tasks and she noted that funding for Bike/Walk Central Florida Best Foot Forward Program will be available after October 1st.

Mayor Cloudman asked if there will be a delay in funding if the federal transportation authorization budget does not pass in time. Ms. Nicoulin explained that the funds are already authorized and de-obligated from the prior UPWP, so they are not new.

B. Discussion of the 2027 Draft TPO Policy Positions

Ms. Nicoulin reviewed the TPO policy positions, noting the changes that were made last year, including the top 3 projects highlight. She stated she had met with FDOT to discuss priorities and projects. She noted that the TPO cannot lobby but we can educate. She asked if the committee would like to see any changes made to the document.

Members discussed the upcoming e-bike study and the focus on education. Council Member Miller discussed reduced road maintenance funds as electric vehicles are becoming more popular. He discussed a potential electric vehicle registration fee and electric permit fees when chargers are installed.

A consensus was reached to retain the policy positions document as presented and bring it forward to the Board.

C. Review and Approval of the August 5, 2026 Executive Committee Meeting Minutes

MOTION: *A motion was made by Council Member Miller to approve the August 5, 2026 Executive Committee meeting minutes. The motion was seconded by Vice Mayor Gillis and carried unanimously.*

D. Review and Approval of the Draft September 23, 2026 TPO Board Agenda

Ms. Nicoulin explained that she had previously spoken to Chairperson Sander regarding the light agenda for the month of September and had recommended cancelling TPO committee and Board meetings in respect of members' time. Chairperson Sander stated that he is easily reachable if any important business comes up before the next meeting.

MOTION: *A motion was made by Council Member Miller to cancel the September TPO Committee and Board meetings. The motion was seconded by Mayor Cloudman and carried unanimously.*

4. Staff Comments

There were no staff comments.

5. Executive Committee Member Comments

There were no Executive Committee member comments.

6. Executive Committee Chairperson Comments

Chairperson Sander thanked everyone for their time.

7. Adjournment

The Executive Committee meeting adjourned at 9:41 a.m.

VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

**CITY OF SOUTH DAYTONA COUNCILMAN ERIC SANDER
CHAIRPERSON, VOLUSIA-FLAGLER TPO**

CERTIFICATE:

The undersigned duly qualified and acting Recording Secretary of the Volusia-Flagler TPO certifies that the foregoing is a true and correct copy of the minutes of the September 2, 2026 regular meeting of the Executive Committee approved and duly signed on this 7th day of October 2026.

MELANIE PRUNEAU, RECORDING SECRETARY
VOLUSIA-FLAGLER TRANSPORTATION PLANNING ORGANIZATION

***** A recording of the September 2, 2026 Executive Committee meeting is available upon request.***



MEETING AGENDA

VOLUSIA-FLAGLER TPO BOARD

Councilman Eric Sander, Chairperson

DATE: Wednesday, October 28, 2026
TIME: 9:00 a.m.
PLACE: Volusia-Flagler TPO Conference Room
1540 Cornerstone Blvd, Suite 240
Daytona Beach, FL 32117

Microsoft Teams Information:

[Join the TPO Board Meeting](#)

By phone: +1 561-484-5911 ID: 203 962 548#

TPO BOARD AGENDA (DRAFT)

1. CALL TO ORDER/ROLL CALL/DETERMINATION OF QUORUM/PLEDGE OF ALLEGIANCE

2. PUBLIC COMMENT/PARTICIPATION *(Length of time at the discretion of the Chairperson)*

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3. CONSENT AGENDA

- A. August 26, 2026 Volusia-Flagler TPO Board Meeting Minutes
- B. Treasurer's Reports
- C. Transportation Disadvantaged Local Coordinating Board Report
- D. Bicycle/Pedestrian Advisory Committee Report
- E. Citizens Advisory Committee Report
- F. Technical Coordinating Committee Report
- G. Volusia-Flagler TPO Board Report
- H. Executive Director Timesheet Review Reports
- I. Approval of the Intergovernmental Coordination and Review (ICAR) and Public Transportation Collaborative Planning Agreement
- J. Approval of an Expenditure for the Seminole Wood Boulevard Intersection Feasibility Study (Palm Coast)

4. ACTION ITEMS

- A. Review and Approval of the FY 2025/26 Volusia-Flagler TPO's Independent Audit Report
- B. Review and Approval of Resolution 2026-## Amending the 2026/27 to 2030/31 Transportation Improvement Program (TIP) ***(Roll Call Vote Required)***
- C. Review and Approval of the 2026 Draft TPO Policy Positions
- D. Review and Approval of the First Amendment to the Executive Director's Employment Agreement

5. PRESENTATIONS AND DISCUSSION ITEMS

- A. Presentation and Discussion of FY 2025/26 TPO Community Outreach
- B. Presentation and Discussion of the TPO's Guiding Resolutions and Project Applications for the Call for Projects
- C. FDOT Report

6. EXECUTIVE DIRECTOR'S REPORT**7. TPO BOARD MEMBER COMMENTS****8. TPO CHAIRPERSON COMMENTS****9. INFORMATION ITEMS**

- A. BPAC Attendance Record
- B. CAC Attendance Record
- C. TCC Attendance Record
- D. TPO Outreach & Activities
- E. Upcoming Events
- F. Volusia County and Flagler County Construction Reports

10. ADJOURNMENT

The next Volusia-Flagler TPO Board meeting will be held on **November 18, 2026**.

November 2026 Meeting Dates

Executive Committee, November 4, 2026 @ 9:00 am

Bicycle/Pedestrian Advisory Committee, November 11, 2026 @ 2:00 pm

Citizens Advisory Committee, November 17, 2026 @ 1:15 pm

Technical Coordinating Committee, November 17, 2026 @ 3:00 pm

Volusia-Flagler TPO Board, November 18, 2026 @ 9:00 am

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